
Previous version: Thu Oct 18 16:14:04 MEST 2001

This Version: Fri Oct 19 10:37:15 MEST 2001 - FINAL VERSION BEFORE MEETING

Please contact thomas.baker@gmd.de for the latest version.

The latest version will be posted on the mailing list

at <http://www.jiscmail.ac.uk/lists/dc-usage.html> and (ideally)

mirrored at

<http://www.gmd.de/People/Thomas.Baker/Agenda-tokyo.html>.

After the meeting, the agenda will be archived under

<http://dublincore.org/usage/meetings>.

AGENDA - USAGE BOARD MEETING IN TOKYO (DC-2001)

Convenor: Tom Baker, Chair

Members expected:

Andy Powell

Diane Hillmann

Haruki Nagata

Roland Schwaenzl

Stuart Sutton

Tom Baker

Traugott Koch

Apologies:

Rebecca Guenther

Guests expected:

Harry Wagner

Stu Weibel

Rachel Heery

See also <http://www.nii.ac.jp/dc2001/index.html> (click on "Advance Program")

Meeting packet

1.0.1: This agenda

1.1.1: <http://www.lub.lu.se/~traugott/drafts/vocab-guide2.html>

1.1.2: <http://www.gmd.de/People/Thomas.Baker/2001-10-10.dc-usage.faq-questions.html>

1.1.3: http://www.gmd.de/People/Thomas.Baker/rfc3066_proposal.doc

1.1.4: <http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0109&L=dc-usage&F=&S=&P=3385>

1.1.5: <http://www.lub.lu.se/~traugott/drafts/DC-Vocabulary-Qualifiers.html>

1.1.6: <http://wip.dublincore.org/Schemes.html> screen-shot

1.2.1: http://www.gmd.de/People/Thomas.Baker/DC-Gov_proposal_v0.2_2001-10-121.doc

2.1.1: <http://dublincore.org/documents/dcmi-namespace/>

2.1.2: <http://dublincore.org/usage/documents/approval>

2.1.3: <http://dublincore.org/usage/documents/process>

2.1.4: http://www.gmd.de/People/Thomas.Baker/2001-10-15.Dc-usage.diane.Proposed_Section_3.3.doc

2.1.5: <http://dublincore.org/usage/documents/criteria>

2.1.6: <http://www.gmd.de/People/Thomas.Baker/2001-10-18.Dc-usage.diane.AGENTS.doc>

2.1.7: <http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-general&O=A&P=3646>

1. Monday morning, 9:00-12:00 -- 3'00" with 15" break

1.1. Guidelines for encoding schemes and subject vocabularies (Traugott, others?)

We need to clarify the process, workflow, and guidelines for fast-track approval. Traugott has revised the guidelines we discussed in May and will present these. See

[PACKET 1.1.1: <http://www.lub.lu.se/~traugott/drafts/vocab-guide2.html>], posted on 8 October.

With regard to process, we should review Stu's recent addition to the FAQ, mirrored at:

[PACKET 1.1.2: <http://www.gmd.de/People/Thomas.Baker/2001-10-10.dc-usage.faq->

questions.html].

Items under consideration for fast-track include:

RFC 3066, Rebecca's proposal, see

[PACKET 1.1.3:

http://www.gmd.de/People/Thomas.Baker/rfc3066_proposal.doc]

Ethnologue language terms (Diane)

Identifier encoding schemes: ISSN, DOI, SICI, OpenURL... (Andy)

[PACKET 1.1.4: <http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0109&L=dc-usage&F=&S=&P=3385>].

[PACKET 1.1.5: <http://www.lub.lu.se/~traugott/drafts/DC-Vocabulary-Qualifiers.html>]

Harry has prototyped an encoding scheme Web page at

[PACKET 1.1.6: <http://wip.dublincore.org/Schemes.html> screen-shot].

We should try to agree on a standard Web form for submitting proposals.

1.2. DC-Government proposal (Stuart)

This is the main agenda item, for which we might need two hours.

I have mirrored the version we will discuss at

[PACKET 1.2.1: http://www.gmd.de/People/Thomas.Baker/DC-Gov_proposal_v0.2_2001-10-121.doc]

See also <http://dublincore.org/groups/government>.

2. Meeting some evening, to be planned, eg 19:00-22:00?

2.1. Update and wrapup of Namespace issue, implications for Usage Board (Andy)

Background:

[PACKET 2.1.1: <http://dublincore.org/documents/dcmi-namespace/>]

What happened to the DCMI Persistence Policy which used to be at <http://dublincore.org/about/persistence?>

2.2. Usage Board process (Diane)

Diane will summarize UB process as described in the revised document and recap the process by which that document was approved by AC.

Relevant documents are:

-- "Procedure for approval of DCMI Metadata Terms and Recommendations", [PACKET 2.1.2:

<http://dublincore.org/usage/documents/approval>].

-- "Usage Board administrative process",

[PACKET 2.1.3: <http://dublincore.org/usage/documents/process>].

Diane has also worked on a revised "Criteria for Evaluation of Proposals", posted to the list and mirrored at

[PACKET 2.1.4: http://www.gmd.de/People/Thomas.Baker/2001-10-15.Dc-usage.diane.Proposed_Section_3.3.doc].

This would replace the current "Criteria" draft at

[PACKET 2.1.5: <http://dublincore.org/usage/documents/criteria>].

One urgent set of process issues concerns the workflow for documenting decisions made at meetings.

I would suggest that shepherds be responsible

for getting approval of the final form of their documents.

I suggest that the drafter submit the document to the dc-usage list with Cc: to Beth for posting on the meeting follow-up page. The drafters should clearly indicate that they are submitting the document for close reading and final approval. During the course of a one-month comment period, every member of the Usage Board should sign off (if only with a one-on-one message to the drafter) on every such deliverable. The drafter should keep track of who has signed off. If we agree on this process, we should perhaps add it to our process document.

2.2. Agent issues: ways forward (Diane)

We discussed this on the list back in June, and Diane has produced a summary mirrored at:

[PACKET 2.1.6: <http://www.gmd.de/People/Thomas.Baker/2001-10-18.Dc-usage.diane.AGENTS.doc>]

See also the Agent issues to be discussed in a Tokyo breakout session on 23 October:

[PACKET 2.1.7: <http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-general&O=A&P=3646>]

2.3. Documentation of Usage Board results (Tom, Stu/Harry, Rachel)

A working paper

<http://www.gmd.de/People/Thomas.Baker/UB-Doc.html> was used as the basis for overhauling the Web pages at

<http://dublincore.org/usage>. This document will be updated in response to discussion on the list and turned into a manual for maintaining the UB Web pages. Rachel Heery of the DCMI Registry Working Group will also participate in the discussions so that we can clarify the relationship between the Usage Board and Registry activities. The agenda of the DC-9 meeting of the Registry WG is at

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-general&O=A&P=4096>.

In particular see:

-- Registry prototype: <http://wip.dublincore.org:8080/registry/>

-- Functional requirements: <http://www.ukoln.ac.uk/~lisrmh/DCMI-registry/funreq.html>

3. Longer-term issues for "bar BOFs"

3.1. Application profiles (Andy, Tom)

On May 21 (at the Dublin meeting) we decided that:

- a. UB is not concerned with application profiles.
- b. UB is not concerned with other namespaces.
- c. Recommendation: UB shouldn't approve application profiles. DCMI Registry should be responsible for registering application profiles.

The issue here is by what process, and according to which criteria, DCMI should be in the business of reviewing, recognizing, or just plain registering application profiles. Andy and I have been planning to write up some strawman guidelines for application profiles and have not yet gotten to this. One issue is that of APs as human-readable Web pages, as in <http://dublincore.org/documents/library-application-profile>, which is discussed in:

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0108&L=dc-general&O=A&P=274>

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0108&L=dc-general&O=A&P=673>

Ideally, however, we would have more detailed guidelines for expressing such profiles machine-understandably, eg along the lines described in a paper by Makx, Rachel, Manjula, Gauri, and myself to appear soon in JODI:
<http://www.gmd.de/People/Thomas.Baker/Profiles.pdf>.

3.2. DC-Citation (Andy)

3.3. Naming policy, dct:alternative vs dct:alternativeTitle (Andy)

3.4. Are element refinements "elements" or "qualifiers"? (Tom, Andy)

The broader issue is that of our grammar, and whether we need an updated grammar paper. A related issue from a DCMI registry perspective is the technical question of whether a metadata term's grammatical category (element, encoding scheme, etc) should be expressed in the base RDF schema encoding the DCMI namespace or expressed as an RDF annotation to that schema.

3.5. Reviewing or endorsing translations of DCMI Metadata Terms (Tom)

We need to think, for the longer term, about whether, who, and how translations of DCMI metadata terms should be reviewed for quality and certified by DCMI.

3.6. Definition of the Title element (Roland)

See Roland's comments, mirrored at
<http://www.gmd.de/People/Thomas.Baker/2001-10-03.Dc-usage.title-issue.html>

Guidelines for registration of vocabulary and encoding scheme qualifiers

1. General

- 1.1 DCMI does not approve subject vocabulary schemes, but acknowledges formally maintained schemes as suitable for use with DC metadata. Thus, the schemes have the status "Registered" which does not necessarily imply that they are recommended by the DCMI.
- 1.2 DCMI maintained schemes have the status "Recommended". Encoding schemes for other DCMES elements than Subject can have the status "Conforming" or "Recommended".

2. Registration process

- 2.1 Anyone can propose a scheme for registration by submitting the required information to the web form at: <http://dublincore.org/usage/documents/scheme-registry.shtml>
- 2.2 The DCMI Usage Board applies a "fast track" decision process involving the rules and criteria listed below.
- 2.3 Schemes given the status "Registered" (or "Conforming" or "Recommended") are included in the document "Dublin Core Metadata Registered Encoding Schemes" at <http://dublincore.org/usage/documents/encoding-schemes.shtml>.
- 2.4 For each scheme the list should provide the following information:
 - Name of the scheme
 - Token/acronym
 - Maintenance agency
 - Contact person
 - Contact email address
 - Online access point (URL. if applicable)
 - Access information (URL or physical address)
 - Additional information about the scheme
 - Domain(s) and extent of usage

Ex.: Dewey Decimal Classification | DDC | OCLC Forest Press | Joan Mitchell | dewey@oclc.org | Web Dewey in CORC <http://purl.oclc.org/corc/> | Dewey products <http://www.oclc.org/fp/products/index.htm> | License required | Most frequently used universal classification system for library OPACs and national bibliographies; limited recent usage in web catalogues etc. |

3. Rules

● 3.1 Rules about what kind of schemes will be registered

- 3.1.1 Schemes which are created and maintained by trusted authorities and properly published are registered.

● 3.2 Rules about the naming of the schemes

- 3.2.1 Schemes should be named with their official names. The name of the organization maintaining or owning the scheme is rarely sufficient since it does not unambiguously stand for the vocabulary alone.
- 3.2.2 The scheme names and tokens are only appropriate for an unchanged use of an official version of the scheme. Unofficial versions, modified versions, unofficial translations and similar should not use the official label but apply a local name (e.g. based on the service, project or provider name. Ex.: The DutchESS service is using a local variant of the BC classification. It should be named DutchESSC or DutchESS-BC if it is really close to the official scheme).
- 3.2.3 An unaltered subset of an official scheme does not need to be indicated or named differently.

● 3.3 Rules about the tokens/acronyms used as DCMI qualifier labels

- 3.3.1 The tokens must be unique.
- 3.3.2 Existing official acronyms or short names should be used as tokens.
- 3.3.3 In case communication with the scheme owner does not result in an agreed label, the Usage Board creates and lists a suitable label. In this case tokens established in other applications should be selected primarily.
- 3.3.4 Official translated versions receive a label where a standard language code is added, e.g. DDC-fr. This is necessary since translated versions are rarely fully equivalent.

● 3.4 Rules about the specification of scheme versions

- 3.4.1 The DCMI encoding schemes list does register versions of the schemes if they appear to be important and/or if it is requested by a user applying for registration.
- 3.4.2 Versioned schemes should be registered and used when there is a considerable probability that databases exist which apply terms and classes belonging to older versions of the scheme.
- 3.4.3 The official version of the scheme used should be indicated like in the following examples: DDC21, DDC21ab-fr (abridged DDC version 21 in French), MSC2000.

Related links:

[Initial version May 2001](#)

[Draft list of candidate vocabularies](#)

[Traugott Koch](#) (Traugott.Koch@ub2.lu.se)

Created: 2001-05-11

Last update: 2001-10-16

URL: <http://www.lub.lu.se/~traugott/drafts/vocab-guide2.html>

Date: Wed, 10 Oct 2001 08:39:57 -0400
From: "Weibel,Stu"
Subject: a couple of faq questions
To: DC-USAGE@JISCMAIL.AC.UK

The following three questions are for the FAQ. (Beth, please update)

Usage board members... if you see any bad notes in these, please advise, otherwise, no action necessary.

thanks

stu

How can I use existing controlled vocabularies for DC Subject metadata?

One can assign a metadata value selected from a controlled vocabulary as the value of the element, and then qualify that element with the name or identifier of the scheme from which it is selected (the specifics of the encoding depends on the syntax being employed. Refer to DCMI specifications for details of encoding DC metadata in HTML, XML, or RDF/XML).

DCMI registers controlled vocabularies and encoding schemes to promote their use and to facilitate consistent identification within DC metadata. Application designers should review registered controlled vocabularies to determine if there is a suitable one for their application, and use the registered name of that vocabulary in their application. For example, "DDC" is the registered Name for the Dewey Decimal Classification, and should be used as the value of the qualifier. By using registered Names or tokens to designate schemes, metadata from different applications that use common controlled vocabularies are more likely to be interoperable.

The mechanics of selecting a value from such a vocabulary is dependent on the application. It is expected that metadata editors for some domains will have tools to support such selection, but it can also be done with conventional print-based references.

Can I use controlled vocabularies that are not approved by DCMI?

Yes. DCMI registers only those controlled vocabularies that have been brought to our attention. There are, of course, many others that are equally legitimate, and it has always been our intent that communities of expertise be able to leverage the value of such existing schemes in their metadata. To promote interoperability, it is recommended that application designers review registered controlled vocabularies for one that may be suitable for their application. If a controlled vocabulary of choice is not registered with DCMI, it is possible (but not mandatory) to register it. Registration assures that others who adopt this vocabulary use the same Name token in their metadata, thereby promoting interoperability.

It is important to note that DCMI 'registers' controlled vocabularies, rather than 'approving' them. Controlled vocabularies are generally the result of substantial community expertise. It is not in the purview of DCMI to approve or disapprove such works, but rather help to make them visible for others who might choose to adopt them, and to prevent Name collisions by assigning unique tokens to identify them within DC metadata.

How can I register a controlled vocabulary with DCMI?

There are guidelines and instructions for registering controlled vocabularies at <http://dublincore.org/xxxxxxx>. It is expected that registration of controlled vocabularies be done by the maintenance agency associated with the vocabulary, but others may facilitate such registrations by contacting DCMI, the maintenance agency, or both.

Qualifier Proposal

Element: Language

Type of proposal: Fast-track

Type of qualifier: Encoding scheme

Shepherd: Rebecca Guenther

Originator: Usage Board

Date of Submission: 31 July 2001

Encoding Scheme: RFC 3066

Name: RFC3066

Label: RFC 3066

Definition: Internet RFC 3066 'Tags for the Identification of Languages' specifies a primary subtag which is a two-letter code taken from ISO 639 part 1 or a three-letter code taken from ISO 639 part 2, followed optionally by a two-letter country code taken from ISO **3166**. When a language in ISO 639 has both a two-letter and three-letter code, use the two-letter code; when it has only a three-letter code, use the three-letter code. This RFC replaces RFC 1766.

See Also: <http://www.ietf.org/rfc/rfc3066.txt>



Date: Mon, 17 Sep 2001 22:13:30 +0100
Reply-To: A mailing list for the Dublin Core Metadata Initiative's Usage Working Grou <DC-USAGE@JISCMAIL.AC.UK>
Sender: A mailing list for the Dublin Core Metadata Initiative's Usage Working Grou <DC-USAGE@JISCMAIL.AC.UK>
From: [Andy Powell <a.powell@UKOLN.AC.UK>](mailto:a.powell@UKOLN.AC.UK)
Subject: [Re: Encoding schemes for dc:identifier](#)
In-Reply-To: <Pine.GSO.4.10.10109171751470.23399-100000@twister.gmd.de>
Content-Type: TEXT/PLAIN; charset=US-ASCII

On Mon, 17 Sep 2001, Thomas Baker wrote:

> Dear all,
 >
 > In the context of our fast-track discussion in Tokyo, could someone
 > please volunteer to discuss the issue below (encoding schemes for
 > dc:identifier)?
 >
 > Note that in follow-up discussion, Stu felt that DCMI should register
 > such schemes as they come to our attention, whereas Thomas Krichel and
 > Ray Denenberg referred to the RFC2288 proposal to encode conventional
 > bibliographic identifiers as URNs [1]. The status of such proposals is
 > apparently tracked at [2].
 >
 > It would be very useful if someone could summarize this issue for our
 > consideration and suggest some guidelines we could follow.

The list of registered URI schemes is at:

<http://www.iana.org/assignments/uri-schemes>

The list of URN NIDs is at

<http://www.uri.net/urn-nid-status.html>

DOI doesn't appear in either. ISBN, ISSN and SICI appear in the URN NID list.

doi:10.1000/182 is a perfectly good URI. It just isn't registered.

It is perfectly valid to encode

<dc:identifier scheme="URI">doi:10.1000/182</dc:identifier>

in XML (or whatever). I don't know why DOI haven't tried to register 'doi' as a valid URI scheme. Clearly, having it registered would be preferable.

My gut feeling goes against DCMI becoming a registry of identifier schemes - I think we could do without the maintenance overhead. People already have two places to register their schemes - as a URI scheme and/or as a URN NID. Also, there may be some syntactic advantages (particularly in RDF) in having *all* identifiers as URIs.

On the other hand, I guess that many 'users' of DC metadata will find

```
<meta name="DC.Identifier" scheme="ISBN" content="1234-5678">
```

much more intuitive than

```
<meta name="DC.Identifier" scheme="URI" content="urn:isbn:1234-5678">
```

I presume we could use our 'fast track' process for registering these things? Registering a URI scheme or a URN NID is more formal and long winded - but this may not be a bad thing as it will encourage people to think about what they are doing. The URI and URN registration processes are outside of our control - so there may be an issue if a scheme that DC people want to use is refused registration for some reason.

Note that, I assume, all valid schemes for Identifier are also valid for Relation and Source. During the original discussion of qualifiers I'm pretty certain that I proposed an initial list of schemes that would have included

URI
DOI
ISBN
ISSN
SICI

Priscilla also proposed

Handle
URL

Ann Apps and I have since proposed

OpenURL

in <http://www.ariadne.ac.uk/issue27/metadata/>

As I say, my gut feeling is to stick with URI and force people to register schemes externally to DCMI, either as new URI schemes or as URN NIDs or both. But its not a very strongly held view and I wouldn't object to registering stuff within DCMI.

Andy.

> Tom

>

> [1] <http://www.ietf.org/rfc/rfc2288.txt>

> [2] <http://www.uri.net/urn-nid-status.html>

>

>

> ----- Forwarded message -----

> Date: Mon, 20 Aug 2001 12:08:54 GMT1BST

> From: Ann Apps <ann.apps@MAN.AC.UK>

> To: DC-GENERAL@JISCMAIL.AC.UK

> Subject: Encoding schemes for resource identifier

>

> Dear All,

>

> Currently the only endorsed encoding scheme for dc:identifier is
> 'URI', and also for dc:relation and dc:source. It seems to me that
> you should be able to use other global standard identifiers as
> encoding schemes for these elements.

>

> Within the bibliographic citation area it seems natural to use
> identifiers like ISSN, DOI, SICI, OpenURL (possibly DOI is a URI?).
> In fact, people are already using these even though they are not
> endorsed by DCMI.

>

> I am sending this to dc-general, because I'm not sure which
> working group would consider it. It may fall into the domain of dc-
> citation. But I suspect there are other global identifiers in other
> domains.

>

> Interestingly, DOI and ISBN are given as examples of identifiers in
> the definition of dc:identifier in the DCMES, but are not given as
> qualifer encoding schemes.

>

> Should there be a list of recommended global standard encoding
> schemes, or should there be a more generic endorsement of any
> global standard? Having a fixed list means it will need extension
> when other standards are developed.

>

> Best wishes,

> Ann

>

> -----
> Mrs. Ann Apps. Senior Analyst - Research & Development, MIMAS,
> University of Manchester, Oxford Road, Manchester, M13 9PL, UK
> Tel: +44 (0) 161 275 6039 Fax: +44 (0) 0161 275 6040
> Email: ann.apps@man.ac.uk WWW: <http://epub.mimas.ac.uk/ann.html>
> -----
>

Andy

--

Distributed Systems and Services

UKOLN, University of Bath, Bath, BA2 7AY, UK

<http://www.ukoln.ac.uk/ukoln/staff/a.powell>

Resource Discovery Network <http://www.rdn.ac.uk/>

a.powell@ukoln.ac.uk

Voice: +44 1225 323933

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Back to the [JISCMail home page at JISCMail.AC.UK](http://JISCMail.AC.UK).



DC vocabulary qualifiers

Draft list of candidates

Name of the scheme	Label	Online access	Access information
Classification systems:			
Dewey Decimal Classification	DDC	http://purl.oclc.org/corc/ Web Dewey	http://www.oclc.org/dewey/
Universal Decimal Classification	UDC		
Library of Congress Classification	LCC	http://lcweb.loc.gov/catdir/cpso/lcco/lcco.html	
Regensburger Verbundklassifikation	RVK	http://www.bibliothek.uni-regensburg.de/Systematik/rvk_onl.htm	
Nederlandse Basisclassificatie	BC		
SAB:s klassifikationssystem	SAB		
Mathematics Subject Classification	MSC	http://www.ams.org/msc/ 2000 MSC	
ACM Computing Classification System	CCS	http://www.acm.org/class/1998/	
Physics and Astronomy Classification Scheme	PACS	http://publish.aps.org/PACS/pacsgen.html	
Ei Classification	EIC		
National Library of Medicine Classification	NLMC		
AGRIS Subject Categories	AGRISSC	http://www.fao.org/scripts/agris/c-categ.htm	
AGRICOLA Subject Category Codes	AGRICOLASCC	http://www.agnic.org/cc/	

ICONCLASS	ICONCLASS	http://www.iconclass.nl/brwssrch.htm
North American Industry Classification System	NAICS	http://www.census.gov/epcd/www/naics.html
Klassifikation Sozialwissenschaften für FORIS und SOLIS		http://www.gesis.org/Information/Rechercheunterst/Klassifikation/index.htm
Thesauri and subject heading systems:		
Library of Congress Subject Headings	LCSH	
Schlagwort Normen Datei	SWD	
UNESCO Thesaurus	UNESCOT	http://www.ulcc.ac.uk/unesco/
ASIS Thesaurus of Information Science		http://www.asis.org/Publications/Thesaurus/isframe.htm
Yleinen suomalainen asiasanasto (Finnish General Subject Headings List)	YSA	http://vesa.lib.helsinki.fi/ysa/index.html
Allmän tesaurus på svenska	ALLÄRS	http://vesa.lib.helsinki.fi/allars/index.html
Svenska ämnesord		http://www.amnesord.kb.se/
HASSET: Humanities and Social Science Electronic Thesaurus	HASSET	http://155.245.254.46/services/zhasset.html
OECD Macrothesaurus		http://www.darmstadt.gmd.de/~probst/thesa/
Legislative Indexing Vocabulary	LIV	http://www.loc.gov/pmei/lexico?usr=pub&op=sessioncheck&db=LIV&JServSessionIdpmeizone=7cudhd41xd
Global Legal Information Network (GLIN) Thesaurus	GLIN	http://www.loc.gov/pmei/lexico?usr=pub-3559:0&op=frames&db=GLIN
ERIC Thesaurus	ERICT	

NASA Thesaurus	NASAT	http://www.sti.nasa.gov/thesfrm1.htm
Engineering Information Thesaurus	EIT	
Medical Subject Headings	MESH	http://www.nlm.nih.gov/mesh/MBrowser.html
AGROVOC Thesaurus	AGROVOC	http://www.fao.org/agrovoc/
CAB Thesaurus	CAB	
Art and Architecture Thesaurus	AAT	http://www.getty.edu/research/tools/vocabulary/aat/index.html
Union List of Artist Names	ULAN	http://www.getty.edu/research/tools/vocabulary/ulan/index.html
Thesaurus for Graphic Materials I: Subject Terms	TGMI	http://www.loc.gov/pmei/lexico?usr=pub-3566:0&op=frames&db=TGM_I
Thesaurus for Graphic Materials II: Genre and Physical Characteristic Terms	TGMII	http://www.loc.gov/pmei/lexico?usr=pub&op=sessioncheck&db=TGM_II
Getty Thesaurus of Geographic Names	TGN	http://www.getty.edu/research/tools/vocabulary/tgn/index.html
Geo Ref Thesaurus	GEOREF	

[Traugott Koch \(Traugott.Koch@ub2.lu.se\)](mailto:Traugott.Koch@ub2.lu.se)

Created: 2001-05-11

Last update: 2001-05-15

URL: <http://www.lub.lu.se/~traugott/drafts/DC-Vocabulary-Qualifiers.html>



[Home](#) > [Documents](#) >

Title: **Dublin Core Metadata Registered Encoding Schemes**

Date Issued:	2001-09-06
Identifier:	http://dublincore.org/documents/2001/09/06/schemes/
Supersedes:	Not Applicable
Is Superseded By:	Not Applicable
Replaces:	Not Applicable
Is Replaced By:	Not Applicable
Latest version:	http://dublincore.org/documents/schemes/
Translations:	http://dublincore.org/resources/translations/
Status of document:	This is a DCMI Recommendation .
Description of document:	This document is a description of the currently registered encoding schemes being used.

Introduction

The document summarizes the currently registered encoding schemes. These include:

- [Subject Encoding Schemes](#)
 - [LCSH](#)
 - [LCC](#)
 - [DDC](#)
 - [UDC](#)
 - [MESH](#)
- [Date Encoding Schemes](#)
 - [W3C-DTF](#)
 - [Period](#)
- [Identifier Encoding Schemes](#)
 - [URI](#)
- [Format Encoding Schemes](#)
 - [IMT](#)
- [Language Encoding Schemes](#)
 - [RFC1766](#)
 - [ISO639-2](#)
- [Spatial Encoding Schemes](#)
 - [DCMI Box](#)
 - [DCMI Point](#)
 - [TGN](#)
 - [DD](#)
 - [DMS](#)
 - [ISO3166](#)

A word about intent, obligations, etc. should go here...

Subject Encoding Schemes

A set of subject encoding schemes and/or formats

- Name: Library of Congress Subject Headings
Token: LCSH
Type: Subject Scheme
Maintainer: [Library of Congress](#)
Contact: somebody@loc.gov
- Name: Library of Congress Classification
Token: LCC
Type: Subject Scheme
Maintainer: [Library of Congress](#)
Contact: somebody@loc.gov
- Name: Dewey Decimal Classification
Token: DDC
Type: Subject Scheme
Maintainer: [OCLC Forest Press](#)
Contact: somebody@oclc.org
- Name: Universal Decimal Classification
Token: UDC
Type: Subject Scheme
Maintainer: ???
Contact: somebody@unknown.org
- Name: Medical Subject Headings
Token: MESH
Type: Subject Scheme
Maintainer: ???
Contact: somebody@unknown.org

Date Encoding Schemes

A set of date encoding schemes and/or formats

- Name: W3C Encoding rules for dates and times (a profile based on ISO8601)
Token: W3C-DTF
Type: Date Scheme
Maintainer: [W3C World Wide Web Consortium](#)
Contact: somebody@w3c.org
- Name: A specification of the limits of a time interval
Token: Period
Type: Date Scheme
Maintainer: [Dublin Core Metadata Initiative](#)
Contact: somebody@dublincore.org

Identifier Encoding Schemes

A set of identifier encoding schemes and/or formats

- Name: A URI Uniform Resource Identifier

Token: URI
Type: Identifier Scheme
Maintainer: [The Internet Engineering Task Force](#)
Contact: somebody@ietf.org

Format Encoding Schemes

A set of Format encoding schemes and/or formats

- Name: The Internet media type of the resource
Token: IMT
Type: Format Scheme
Maintainer: ???
Contact: somebody@unknown.org

Language Encoding Schemes

A set of language encoding schemes and/or formats

- Name: Internet RFC 1766 'Tags for the identification of Language' specifies a two letter code taken from ISO 639, followed optionally by a two letter country code taken from ISO 3166
Token: RFC1766
Type: Language Scheme
Maintainer: [Library of Congress](#)
Contact: somebody@loc.gov
- Name: Codes for the representation of names of languages
Token: ISO639-2
Type: Language Scheme
Maintainer: [Library of Congress](#)
Contact: somebody@loc.gov

Spatial Encoding Schemes

A set of geographic place encoding schemes and/or formats

- Name: The DCMI Box identifies a region of space using its geographic limits
Token: DCMI Box
Type: Spatial Scheme
Maintainer: [Dublin Core Metadata Initiative](#)
Contact: somebody@dublincore.org
- Name: The DCMI Point identifies a point in space using its geographic coordinates
Token: DCMI Point
Type: Spatial Scheme
Maintainer: [Dublin Core Metadata Initiative](#)
Contact: somebody@dublincore.org
- Name: The Getty Thesaurus of Geographic Names
Token: TGN
Type: Spatial Scheme
Maintainer: [The Getty Research Institute](#)

Contact: somebody@getty.edu

- Name: A latitude and longitude expressed in decimal degrees
Token: DD
Type: Spatial Scheme
Maintainer: [Dublin Core Metadata Initiative](#)
Contact: somebody@dublincore.org
- Name: A latitude and longitude expressed in degrees, minutes, seconds
Token: DMS
Type: Spatial Scheme
Maintainer: [Dublin Core Metadata Initiative](#)
Contact: somebody@dublincore.org
- Name: ISO3166 Codes for the representation of names of countries
Token: ISO3166
Type: Spatial Scheme
Maintainer: [???](#)
Contact: somebody@unknown.org



Metadata associated with this resource: <http://dublincore.org/documents/schemes/index.shtml.rdf>

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DC-Government Application Profile

Title	Government Application Profile
Creator	Maewyn Cumming
Contributor	Palle Aargaard; Makx Dekkers; Paul Murphy; Peter Pappamikail, John Borrás, DC-Gov
Date Issued	2001-09-17
Identifier	
Replaces	Not applicable
IsReplacedBy	Not applicable
Status of document	This is a DCMI Working draft
Description	This proposal is for an application profile that clarifies the use of Dublin Core in a public administration context. It was prepared by the Managing Information for e-Government (MIReG) group in conjunction with the DC-Gov Working Group.

Contents

1. Introduction
2. Namespaces and Format of entries
- 3 DC-Extensions and additions
4. DC-Government Application Profile

1. Introduction

This document proposes a possible application profile to clarify the use of the Dublin Core Metadata Element set by public administrations and in public sector-related applications and projects. The proposal is submitted by the Dublin Core Government Working Group to the Dublin Core Usage Board. The content of this document is intended to reflect the consensus reached within DCGov for a minimal extension set.

Metadata in the public sector

Dublin Core is already being used by practically all public administrations that want to use metadata to improve access to their information.

However, though seen as the ideal starting point, Dublin Core is not sufficient for our varied and specialised needs. It doesn't cater for data security, or the requirements of data protection or freedom of information legislation, nor the need for information audit trails, or the complex legislative processes.

It is therefore necessary to advance on two inter-connected fronts:

- the development of an extension to DC to create an element set comprehensive enough to cope with the job in hand;
- the development of an appropriate metadata framework , including application profiles, encoding schemes and indications of best practice, that administrations can subsequently use to support the proposed extended metadata set.

The DC-Gov working group has therefore joined forces with the MIReG Advisory Board to advance the extension; MIReG is part of the European Union IDA

Programme (Interchange of Data between Administrations) for 2001, charged with producing an EC metadata framework. The MIREG Advisory Board consists of

- * John Borrás - UK Office of the e-Envoy
- * Peter Pappamikail, European Parliament, ParlML project
- * Palle Aagaard, Danish State Information Service
- * Makx Dekkers, Luxembourg, Managing Director, DCMI
- * Paul Murphy, European Commission, IDA Programme
- * Maewyn Cumming, UK Office of the e-Envoy.

MIREG also works with CEN (European Standards Organisation) to help its Metadata for MultiMedia Information - Dublin Core (MMI-DC) Workshop. The Dublin Core Government working group will likewise continue to work over the next year with other interested parties to clarify and quantify the various issues and develop further proposals as necessary.

The extension to DC is the subject of the present submission; The metadata framework is exclusively the concern and remit of MIREG and will develop in consequence of the first.

2. Namespaces and Format of entries

The DC-Government Application Profile consists of several namespaces:

- Dublin Core Metadata Element Set, Version 1.1 [[DCMES version 1.1](#)]
- Dublin Core Qualifiers [[DCMES Qualifiers \(2000-07-11\)](#)]
- DC-Gov Metadata Element Set (DC-GOVMES)
- DC-Gov Metadata Element Set Qualifiers (DC-GOVMES Qualifiers)

Format of entries:

Name	The unique token assigned to the qualifier
Label	The human-readable label assigned to the qualifier.
Choice of Namespace	DCMES version 1.1, or DCMES Qualifiers (2000-07-11)
DC Refinement(s)	DC Element Refinements: These qualifiers make the meaning of an element narrower or more specific. A refined element shares the meaning of the unqualified element, but with a more restricted scope.
DC-Gov Refinement(s)	These are domain-specific refinements for DC-Gov.
DC Encoding Scheme(s)	These qualifiers identify schemes that aid in the interpretation of an element value. These schemes include controlled vocabularies and formal notations or parsing rules. A value expressed using an encoding scheme will thus be a token selected from a controlled vocabulary (e.g., a term from a classification system or set of subject headings) or a string formatted in accordance with a formal notation (e.g., "2000-01-01" as the standard expression of a date). If an encoding scheme is not understood by a client or agent, the value may still be useful to a human reader.
DC-Gov Encoding Scheme(s)	These are domain-specific encoding schemes for DC-Gov.

Form of Obligation	In the DC-Gov data model the obligation can be: Mandatory, Mandatory if applicable, Recommended or Optional. "Mandatory" ensures that some of the elements are always supported and "Mandatory if applicable" means that this element must be supported if the information is available. An element with a Mandatory obligation must have a value. The "Recommended" and "Optional" elements should be filled with a value if the information is appropriate to the given resource but if not, they can be left blank.
DC Definition	Dublin Core definition of this metadata field
DC Comment	Dublin Core comments on this metadata field
DC-Gov Definition	DC-Gov definition of this metadata field, if different from the DC definition
DC-Gov Comment	DC-Gov comments on this metadata field
Best practice	Recommendations of best use of this element for DC-Gov
Open questions	Problems, notes, open questions regarding this field

3 DC-Extensions and additions

A summary of the extensions, additions and other changes proposed to the Dublin Core Elements Set

A. Additional Element

1. Audience

A class of entity for whom the resource is intended or useful

B. Additional refinements to existing DC elements

1. Date

acquired	Date on which the resource was received into the organisation
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2. Relation

isBasedOn	The described resource is a translation, derivation or interpretation of another resource
isBasisFor	The described resource is translated, derived or interpreted by another resource

3. Rights

access marking	Item or notation regulating access to the resource.
previousAccessMarking	Item or notation of immediately preceding marking, if any, at time of change.
accessMarkingChangeDate	Date that the access marking allocated previously to the current accessMarking was changed.
accessRights	Constraints or obligation governing the release of the resource.
copyright	Identifier or statement indicating the legal ownership and rights regarding use of the resource

4. Subject

category	A broad or top level subject categorisation or classification of subject areas.
keyword	Term describing the specific subject of the resource.

5. Type

aggregationLevel	A resource type may be an aggregation of instances of another resource type:
dossierType	Classification of the dossier or collection of items
itemType	Classification of the item, file or document

4. DC-Government Application Profile

Audience

Name	audience
Label	Audience
Choice of Namespace:	?
DC-Gov Refinement(s)	-
Form of Obligation	Optional
DC-Gov Definition	A class of entity for whom the resource is intended or useful.
DC-Gov Comment	This element describes the people for whom the resource is aimed, e.g. the educational level, profession etc. It does not indicate rights of access.
Best practice	This element should be left blank unless a specific audience is intended; i.e. there is little to be gained in terms of retrieval by putting 'general public' or 'everyone'.
Open questions	An encoding scheme is needed and will be developed as part of the MIREG project

Contributor

Name	contributor
Label	Contributor
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinement(s)	-
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Mandatory if applicable
DC Definition	An entity responsible for making contributions to the content of the resource.
DC Comment	Examples of a Contributor include a person, an organisation, or a service. Typically, the name of a Contributor should be used to indicate the entity.
DC-Gov Definition	-
DC-Gov Comment	Examples of a Contributor include a person or organisation. Typically, the name of a Contributor should be used to indicate the entity.
Best practice	-
Open questions	-

Coverage

Name	coverage spatial
Label	Coverage Spatial
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	DCMI Point, ISO 3166, DCMI Box, TGN

DC-Gov Encoding Scheme(s)	ISO 191115 Other schemes as appropriate
Form of Obligation	Recommended or Mandatory if applicable
DC Definition	Spatial characteristics of the intellectual content of the resource.
DC Comment	Coverage will typically include spatial location. Recommended best practice is to select a value from a controlled vocabulary.
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	Use Coverage with qualifier Spatial or Temporal.
Open questions	Is there a suitable encoding scheme that meets the level of detail and variety of regions that government information resources cover? Should there be a separate Jurisdiction refinement? Is this really a sub-refinement of Coverage.spatial? Can we have Jurisdiction as a refinement of Creator and Coverage?

Name	coverage temporal
Label	Coverage Temporal
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	DCMI Period, W3C-DTF
DC-Gov Encoding Scheme(s)	DCMI Period, W3C-DTF
Form of Obligation	Recommended or Mandatory if applicable
DC Definition	Temporal characteristics of the intellectual content of the resource.
DC Comment	Coverage will typically include temporal period.
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	Level of obligation

Creator

Name	creator
Label	Creator
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinement(s)	-
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Mandatory
DC Definition	An entity primarily responsible for making the content of the resource.
DC Comment	Examples of a Creator include a person, an organisation, or a service. Typically, the name of a Creator should be used to indicate the entity.
DC-Gov Definition	-

DC-Gov Comment	Examples of a Creator include a person or organisation. Typically, the name of a Creator should be used to indicate the entity. This Agent often has legal responsibilities and obligations, and personal names may be needed for audit trails.
Best practice	Indicate the Creator as specifically as possible, e.g. include not only the organisation but also the section, department or team and individual as applicable.
Open questions	Do we need qualifiers for the Jurisdiction and Function of the Creator?

Date

Name	date
Label	Date
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	Created, Valid, Available, Issued, Modified
DC-Gov Refinement(s)	Acquired, Created, Valid, Available, Issued, Modified,
DC Encoding Scheme(s)	W3CDTF, DCMI Period
DC-Gov Encoding Scheme(s)	W3CDTF, DCMI Period
Form of Obligation	Mandatory if applicable
DC Definition	A date associated with an event in the life cycle of the resource.
DC Comment	Typically, date will be associated with the creation or availability of the resource. Recommended best practice for encoding the date value is defined in a profile of ISO 8601 [W3CDTF] and follows the YYYY-MM-DD format.
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	A refinement should always be used.
Open questions	Do we accept the Date element without refinement? How to deal with inadequacies of the possible encoding schemes? There are limitations in conveying: 1) BCE dates; 2) non-Gregorian calendar dates; 3) ambiguity, approximation (e.g., about, near, flourished, assumed); 4) partially known dates (e.g., 19??); 5) date is unknown/unavailable; 6) open-ended intervals (e.g., 1999-); 7) complex, multi-instance/period intervals. Are there conventions (e.g. bracket, slash, etc.) or other encoding schemes we want to specify to allow for these limitations?

Date

Name	date acquired
Label	Date Acquired
Choice of Namespace:	?
DC Refinement(s)	-
DC-Gov Encoding Scheme(s)	W3CDTF

DC Definition	Date on which the resource was received into the organisation.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	The nature of a resource can change when it is submitted by one authority to another, (e.g. in legislative procedures) without necessarily any change being made to the content of that resource. EXAMPLE: The date that a legislative text is tabled for consideration (=date of acquisition by the House) is not the same as the date the resource is adopted (by the submitting or receiving authority).
Best practice	-
Open questions	-

Date

Name	date created
Label	Date Created
Choice of Namespace	DCMES Qualifiers (2000-07-11)
DC Encoding Scheme(s)	W3CDTF
DC-Gov Encoding Scheme(s)	W3CDTF
DC Definition	Date of creation of the resource.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Date

Name	date valid
Label	Date Valid
Choice of Namespace	DCMES Qualifiers (2000-07-11)
DC Encoding Scheme(s)	W3CDTF, DCMI Period
DC-Gov Encoding Scheme(s)	W3CDTF, DCMI Period
DC Definition	Date (often a range) of validity of the resource.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	?
Open questions	-

Date

Name	date available
Label	Date Available

Choice of Namespace	DCMES Qualifiers (2000-07-11)
DC Encoding Scheme(s)	W3CDTF, DCMI Period
DC-Gov Encoding Scheme(s)	W3CDTF, DCMI Period
DC Definition	Date (often a range) that the resource will be or did become available.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Date

Name	date issued
Label	Date Issued
Choice of Namespace	DCMES Qualifiers (2000-07-11)
DC Encoding Scheme(s)	W3CDTF
DC-Gov Encoding Scheme(s)	W3CDTF
DC Definition	Date of formal issuance (e.g. publication) of the resource.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	A unique date, rather than a range, on which a resource was published or otherwise made available. Includes date resource was put onto a web site. The Time of issue may also be needed e.g. where the item was subject to a press embargo.
Best practice	
Open questions	

Date

Name	date modified
Label	Date Modified
Choice of Namespace	DCMES Qualifiers (2000-07-11)
DC Encoding Scheme(s)	W3CDTF
DC-Gov Encoding Scheme(s)	W3CDTF
DC Definition	Date on which the resource was changed.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Description

Name	description
Label	Description
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	Table of contents ; Abstract
DC-Gov Refinement(s)	Table of contents ; Abstract
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Recommended
DC Definition	An account of the content of the resource.
DC Comment	Description may include but is not limited to: an abstract, table of contents, reference to a graphical representation of content or a free-text account of the content.
DC-Gov Definition	-
DC-Gov Comment	The description could cover approach to subject (e.g. critique, explanation, beginners guide), reason for production of resource, (e.g. to inform, invite discussion, record events), groups and organisations referred to, events covered, list of key fields (database) or chapters, any other useful information
Best practice	-
Open questions	-

Format

Name	format
Label	Format
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	Extent; Medium
DC-Gov Refinement(s)	Extent; Medium
DC Encoding Scheme(s)	IMT
DC-Gov Encoding Scheme(s)	IMT Other schemes as appropriate
Form of Obligation	Recommended
DC Definition	The physical or digital manifestation of the resource.
DC Comment	Typically, Format may include the media-type or dimensions of the resource. Format may be used to determine the software, hardware or other equipment needed to display or operate the resource. Examples of dimensions include size and duration. Recommended best practice is to select a value from a controlled vocabulary (for example, the list of Internet Media Types [MIME] defining computer media formats).
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Identifier

Name	identifier
Label	Identifier
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinement(s)	-
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI, ISBN, ISSN Other schemes as appropriate
Form of Obligation	Mandatory
DC Definition	An unambiguous reference to the resource within a given context.
DC Comment	Recommended best practice is to identify the resource by means of a string or number conforming to a formal identification system. Example formal identification systems include the Uniform Resource Identifier (URI) (including the Uniform Resource Locator (URL)), the Digital Object Identifier (DOI) and the International Standard Book Number (ISBN).
DC-Gov Definition	-
DC-Gov Comment	Other possible identifiers are the ISO 8879 FPI (Formal Public Identifier) -
Best practice	Use best practice statement as above.
Open questions	Should ISBN, ISSN be used as encoding schemes? How to deal with internal identifiers – we could build on EC work developing a hierarchical scheme for identifiers, adding identifiers for country/organisation/item to create a unique identifier. How to indicate sub-sections of documents and serials, e.g. specific chapters or clauses of Acts?

Language

Name	language
Label	Language
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	
DC-Gov Refinement(s)	
DC Encoding Scheme(s)	ISO 639-2/B, RFC3066
DC-Gov Encoding Scheme(s)	ISO 639-2/T, ISO 639-2/B
Form of Obligation	Mandatory if applicable
DC Definition	A language of the intellectual content of the resource.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	Use codes rather than text. Use ISO 639-2/T for preference.
Open questions	-

Publisher

Name	publisher
Label	Publisher
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinement(s)	-
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Recommended
DC Definition	An entity responsible for making the resource available.
DC Comment	Examples of a Publisher include a person, an organisation, or a service. Typically, the name of a Publisher should be used to indicate the entity.
DC-Gov Definition	The publisher is the entity to whom one should go to obtain copies of a resource, be they printed versions of an on-line resource or printed copies of an off-line resource. The publisher is also the entity one should approach for permission to reuse or republish the resource.
DC-Gov Comment	-
Best practice	A publisher has certain legal responsibilities regarding the information, so should always be named.
Open questions	-

Relation

NOTE – qualifiers appear here in pairs, to save space

Name	relation
Label	Relation
Choice of Namespace	DCMES version 1.1
DC Refinements	Is Version Of, Has Version, Is Replaced By, Replaces, Is Required By, Requires, Is Part Of, Has Part, Is Referenced By, References, Is Format Of, Has Format
DC-Gov Refinements	Is Version Of, Has Version, Is Basis for, Is Based On, Is Replaced By, Replaces, Is Required By, Requires, Is Part Of, Has Part, Is Referenced By, References, Is Format Of, Has Format,
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
Form of Obligation	Optional
DC Definition	A reference to a related resource.
DC Comment	Recommended best practice is to reference the resource by means of a string or number conforming to a formal identification system.
DC-Gov Definition	-
DC-Gov Comment	If using qualifiers, use the most specific one that is applicable. Relation can be used to allow cascading retrieval of interrelated

	objects, especially if used in conjunction with the Type.aggregationLevel element.
Best practice	-
Open questions	-

Relation

Name	relation isVersionOf / hasVersion
Label	Relation Is Version Of / Has Version
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
DC Definition	The described resource is a version, edition, or adaptation of the referenced resource. Changes in version implies substantive changes in content rather than differences in format.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Name	relation isBasedOn / isBasisFor
Label	Relation Is Based On / Is Basis For
Choice of Namespace:	?
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
DC Definition	
DC Comment	
DC-Gov Definition	The described resource is a translation, derivation or interpretation of another resource.
DC-Gov Comment	Whereas isVersionOf indicates a ‘linear’ evolution of a content from one stage to another, isBasedOn indicates a ‘transversal’ relationship with another resource, either of a similar or same nature in another language or of a completely separate resource that nonetheless has inspired or been used in the creation or evolution of the resource. EXAMPLES. A legal act that ‘isBasedOn’ a draft legislative proposal and a European Union directive. A press release that isBasedOn the published research paper.
Best practice	Some confusion has been known between isBasedOn and Source. isBasedOn/isBasisFor allows two-way resource linking, and should be used for preference.
Open questions	Need some good examples here, and perhaps a better definition.

Name	relation isFormatOf / hasFormat
Label	Relation Is Format Of / Has Format
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
DC Definition	The described resource is the same intellectual content of the referenced resource, but presented in another format.
DC Comment	-
DC-Gov Definition	The described resource is the same intellectual content of the referenced resource, but presented in different physical or digital format.
DC-Gov Comment	-
Best practice	-
Open questions	-

Name	relation isReplacedBy / replaces
Label	Relation Is Replaced By / Replaces
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
DC Definition	The described resource is supplanted, displaced, or superseded by the referenced resource.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Name	relation isPartOf / hasPart
Label	Relation Is Part Of / Has Part
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
DC Definition	The described resource is a physical or logical part of the referenced resource.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	Can be used in conjunction with Type/Aggregation level to give a clear description of dossiers and collections.

Best practice	-
Open questions	-

Name	relation isRequiredBy / requires
Label	Relation Is Required By / Requires
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
DC Definition	The described resource requires the referenced resource to support its function, delivery, or coherence of content.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Name	relation isReferencedBy / references
Label	Relation Is Referenced By / References
Choice of Namespace	DCMES Qualifiers
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
DC Definition	The described resource is referenced, cited, or otherwise pointed to by the referenced resource.
DC Comment	-
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	-
Open questions	-

Rights

Name	rights
Label	Rights
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinement(s)	Access Marking, Previous Access Marking, Previous Access Marking Change Date, Access Rights, Copyright
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Mandatory if applicable
DC Definition	Information about rights held in and over the resource.
DC Comment	Typically, a Rights element will contain a rights management

	statement for the resource, or reference a service providing such information. Rights information often encompasses Intellectual Property Rights (IPR), Copyright, and various Property Rights.
DC-Gov Definition	-
DC-Gov Comment	The rights element is used to indicate security markings, as well as legal and other obligations and restrictions on access to the resource.
Best practice	-
Open questions	-

Rights

Name	rights accessMarking
Label	Rights Access Marking
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
DC Definition	-
DC Comment	-
DC-Gov Definition	Item or notation regulating access to the resource.
DC-Gov Comment	The security or access classification of the resource EXAMPLES: Secret, Confidential-within-administration, Public
Best practice	-
Open questions	-

Name	rights previousAccessMarking
Label	Rights Previous Access Marking
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
DC Definition	-
DC Comment	-
DC-Gov Definition	Item or notation of immediately preceding marking, if any, at time of change.
DC-Gov Comment	Repeated use of this refinement and the Previous Access Marking Change Date provide an access status history of the resource.
Best practice	-
Open questions	-

Rights

Name	rights previousAccessMarkingChangeDate
Label	Rights Previous Access Marking Change Date
Choice of Namespace:	?

DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	W3CDTF
DC Definition	-
DC Comment	-
DC-Gov Definition	Date that the access marking allocated previously to the current AccessMarking was changed .
DC-Gov Comment	Date of the change indicated in the preceding refinement.
Best practice	-
Open questions	-

Rights

Name	rights accessRights
Label	Rights Access Rights
Choice of Namespace:	?
DC-Gov Encoding Scheme(s)	-
DC Definition	-
DC Comment	-
DC-Gov Definition	Constraints or obligation governing the release of the resource.
DC-Gov Comment	Indicates the legal or other basis which governs public access to the resource. EXAMPLE: Regulation (EC) No 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents (http://europa.eu.int/eur-lex/en/lif/dat/2001/en_301R1049.html)
Best practice	-
Open questions	Do we need an encoding scheme?

Name	rights copyright
Label	Rights Copyright
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
DC Definition	-
DC Comment	-
DC-Gov Definition	Identifier or statement indicating the legal ownership and rights regarding use of the resource.
DC-Gov Comment	-
Best practice	Link to a standard description of rights such as the Crown copyright notice at www.hmsso.gov.uk/docs/copynote.htm
Open questions	Does this clash with the DC-Lib proposal to have a Date Copyright refinement? Would it be better to put the Copyright statement <i>and</i> date together in this refinement?

Source

Name	source
Label	Source
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinement(s)	-
DC Encoding Scheme(s)	URI
DC-Gov Encoding Scheme(s)	URI Other schemes as appropriate
Form of Obligation	O
DC Definition	A reference to a resource from which the present resource is derived.
DC Comment	The present resource may be derived from the Source resource in whole or in part. Recommended best practice is to reference the resource by means of a string or number conforming to a formal identification system.
DC-Gov Definition	-
DC-Gov Comment	Use Relation for preference
Best practice	Reference by means of an identifier
Open questions	

Subject

Name	subject
Label	Subject
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinements	Category, Keyword
DC Encoding Schemes	LCSH ; MeSH ; DDC ; LCC ; UDC
DC-Gov Encoding Schemes	
Form of Obligation	Mandatory if applicable
DC Definition	The topic of the content of the resource.
DC Comment	Typically, a Subject will be expressed as keywords, key phrases or classification codes that describe a topic of the resource. Recommended best practice is to select a value from a controlled vocabulary or formal classification scheme.
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	Use Subject if no encoding scheme is used. An encoding scheme should always be used for either of the refinements.
Open questions	-

Subject

Name	subject category
------	---------------------------

Label	Subject Category
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	UK Government Category List Other schemes as appropriate
DC Definition	-
DC Comment	-
DC-Gov Definition	A broad or top level subject categorisation or classification of subject areas.
DC-Gov Comment	Differs from Subject Keyword in that it requires a broad heading not a specific subject descriptor. This will be used for browsing systems (Yahoo-type categories) and other circumstances where only a broad heading is needed. It should be possible to use Keyword and Category in conjunction, e.g. to search all items in a given category with given keywords.
Best practice	Value to be taken from either framework-specific or organisation specific taxonomy.
Open questions	Coincides with the proposed DC-Lib Subject Classification refinement. Prefer 'Category' as 'Classification' implies an alphanumeric code.

Subject

Name	subject keyword
Label	Subject Keyword
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	LCSH ; MeSH ; DDC ; LCC ; UDC Other schemes as appropriate
DC Definition	-
DC Comment	-
DC-Gov Definition	Term describing the specific subject of the resource
DC-Gov Comment	Entry would contain the subject to be found at the lowest level of granularity available in a controlled vocabulary or thesaurus and descriptive of the subject matter of the resource.
Best practice	Term from a thesaurus or similar controlled vocabulary.
Open questions	Coincides with the proposed DC-Lib Subject Keyword. Requires a specific subject descriptor rather than broad heading. Will be used to aid the mapping of multiple thesauri.

Title

Name	title
Label	Title
Choice of Namespace:	DCMES version 1.1
DC Refinement(s)	Alternative
DC-Gov Refinement(s)	Alternative

DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Mandatory
DC Definition	A name given to the resource.
DC Comment	Typically, a title will be a name by which the resource is formally known.
DC-Gov Definition	-
DC-Gov Comment	For alternative title add any form of the title used as a substitute or alternative to the formal title of the resource, including abbreviations.
Best practice	Drop initial articles if present
Open questions	-

Type

Name	type
Label	Resource Type
Choice of Namespace	DCMES version 1.1
DC Refinement(s)	-
DC-Gov Refinement(s)	-
DC Encoding Scheme(s)	DCMI Type
DC-Gov Encoding Scheme(s)	DCMI Type Other schemes as appropriate
Form of Obligation	Recommended
DC Definition	The nature or genre of the content of the resource.
DC Comment	Type includes terms describing general categories, functions, genres, or aggregation levels for content. Recommended best practice is to select a value from a controlled vocabulary. To describe the physical or digital manifestation of the resource, use the Format element.
DC-Gov Definition	-
DC-Gov Comment	-
Best practice	Use a controlled list and identify the source with encoding scheme.
Open questions	Do we accept the Type element in a unqualified (unencoded) form?

Name	type aggregationLevel
Label	Type Aggregation Level
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	Collection; Dossier; Item
Form of Obligation	Recommended
DC Definition	-
DC Comment	-
DC-Gov Definition	A resource type may be an aggregation of instances of another resource type.

DC-Gov Comment	<p>This element allows searches to be restricted to records at a particular level of aggregation. It also controls the management actions which may be taken on the record(s).</p> <p>It should be worked in conjunction with Relation HasPart. This refinement describes where in the collection hierarchy, if anywhere, a resource sits; the relation indicates what, if any other resources also belong in that hierarchy.</p> <p>Note that it is possible for a 'Folder' or 'collection' level description to exist for a resource which is empty, i.e. it contains no parts. In this instance the hasPart relation would not indicate the level. Nor is it possible to limit a search by Level by using hasPart.</p> <p>The entry indicates the level of aggregation.</p>
Best practice	-
Open questions	-

Name	type dossierType
Label	Type Dossier Type
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Recommended
DC Definition	-
DC Comment	A number of items gathered together into one container or folder.
DC-Gov Definition	Classification of the dossier or collection.
DC-Gov Comment	An example encoding scheme (as used by UK) is Policy; Case; Parliamentary Question; Minister's Case.
Best practice	-
Open questions	-

Name	type itemType
Label	Type Item Type
Choice of Namespace:	?
DC Encoding Scheme(s)	-
DC-Gov Encoding Scheme(s)	-
Form of Obligation	Recommended
DC Definition	-
DC Comment	-
DC-Gov Definition	Classification of the item, file or document.
DC-Gov Comment	An encoding scheme for government item types will be developed by the MIREG project.
Best practice	-
Open questions	-


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Dublin Core Metadata Initiative

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Title:

Namespace Policy for the Dublin Core Metadata Initiative (DCMI)

Editor: [Andy Powell](#)

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Date Issued: 2001-09-17

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Status of document: This is a DCMI [Proposed Recommendation](#)

Description of document: An XML namespace [\[XML-NAMES\]](#) is a collection of names, identified by a URI reference [\[RFC2396\]](#), that are used in XML documents as element types and attribute names. The use of XML namespaces to uniquely identify metadata terms allows those terms to be unambiguously used across applications, promoting the possibility of shared semantics. DCMI adopts this mechanism for the identification of all DCMI terms.

This document specifies the conventions used for identifying current and future DCMI namespaces. All DCMI recommendations that make use of namespaces will conform to this recommendation.

Glossary:

The following are defined terms in this document:

- **DCMI term**

A *DCMI term* is a DCMI element, a DCMI qualifier or term from a DCMI-maintained controlled vocabulary. Each *DCMI term* is defined in a *DCMI recommendation* and is identified by a Uniform Resource Identifier (URI) within a *DCMI namespace*.

- **DCMI namespace**

A *DCMI namespace* is a collection of *DCMI terms*. Each *DCMI namespace* is identified by a URI.

- **DCMI recommendation**

A *DCMI recommendation* is a human-readable document that may define one or more *DCMI terms*.

- **DCMI term declaration**

A *DCMI term declaration* is the machine-processable representation of one or more *DCMI terms*, expressed in a schema language.

I. Introduction

An XML namespace [\[XML-NAMES\]](#) is a collection of names, identified by a URI reference [\[RFC2396\]](#), that are used in XML documents as element types and attribute names. The use of XML namespaces to uniquely identify metadata terms allows those terms to be unambiguously used across applications, promoting the possibility of shared semantics. DCMI adopts this mechanism for the identification of all DCMI terms.

This document specifies the conventions used for identifying current and future DCMI namespaces. All DCMI recommendations that make use of namespaces will conform to this recommendation.

II. Namespace URIs used by the DCMI

The URI of the namespace for all DCMI elements that comprise the Dublin Core Metadata Element Set, Version 1.1 [\[DCMES\]](#) is:

```
http://purl.org/dc/elements/1.1/
```

The URI of the namespace for all DCMI elements and DCMI qualifiers (other than those elements defined in the Dublin Core Metadata Element Set, Version 1.1 above) is:

```
http://purl.org/dc/terms/
```

The URI of the namespace for DCMI terms defined in the DCMI Type Vocabulary [[DCMI-TYPE](#)] is:

`http://purl.org/dc/dcmitype/`

Therefore, the three currently approved DCMI namespace URIs are:

<code>http://purl.org/dc/elements/1.1/</code>	Dublin Core Metadata Element Set, Version 1.1 (15 elements)
<code>http://purl.org/dc/terms/</code>	DCMI elements and DCMI qualifiers (other than those elements defined in the Dublin Core Metadata Element Set, Version 1.1 above)
<code>http://purl.org/dc/dcmitype/</code>	DCMI terms in the DCMI Type Vocabulary (a DCMI controlled vocabulary)

All DCMI namespace URIs will resolve to a machine-processable DCMI term declaration

for all the terms within that namespace.

The URI for each DCMI term is constructed by appending the term *name* to the namespace URI for that term. For example:

```
http://purl.org/dc/elements/1.1/title
```

is the URI for the Title element in the Dublin Core Metadata Element Set, Version 1.1,

```
http://purl.org/dc/terms/extent
```

is the URI for the Extent qualifier in the Dublin Core Qualifiers recommendation [\[DCQ\]](#) and

```
http://purl.org/dc/dcmitype/Image
```

is the URI for the Image term in the DCMI Type Vocabulary. Each DCMI term can be so identified.

All future DCMI namespace URIs (additional DCMI controlled vocabularies for example) will conform to this pattern:

```
http://purl.org/dc/namespace_label/
```

III. Policy concerning classes of changes to DCMI terms

Changes to DCMI terms or term declarations will occur from time to time for a variety of reasons. Such changes have varying implications for DCMI namespaces. The following classes of changes are identified along with examples and associated implications for namespaces.

In all cases, any changes to DCMI terms or term declarations will result in an update to the versioning information carried in the DCMI recommendation and/or DCMI term declaration associated with that term.

A. Minor editorial errata

Errors of spelling, punctuation, or other clerical mistakes discovered in DCMI recommendations and/or DCMI term declarations will be corrected without a comment period, following notification to the DCMI Usage Board [\[DCMI-USAGE\]](#), as long as, in the judgment of the DCMI Directorate, there are no implications for negative impact on users or applications that rely on those DCMI term declarations.

Correction of minor editorial errata will result in no changes in DCMI namespace URIs.

B. Substantive editorial errata

Errors of substance discovered in DCMI recommendations and/or DCMI term declarations will trigger public notification of the correction to the DC-General mailing list [[DC-GENERAL](#)]. Errors that, in the judgment of the DCMI Directorate, compromise the immediate usefulness or accuracy of DCMI metadata systems will be corrected immediately (for example, an incorrect URL to a resource external to DCMI). Others will be corrected following a 14-day public comment period to assure that changes do not adversely effect systems or applications which rely on the DCMI namespace infrastructure.

Correction of substantive editorial errata will result in no changes in DCMI namespace URIs.

C. Semantic changes in DCMI terms

Changes of definitions within DCMI recommendations and/or DCMI term declarations will be reflected in the affected DCMI recommendation and/or DCMI term declaration. If, in the judgment of the DCMI Directorate, such changes of meaning are likely to have substantial impact on either machine processing of DCMI terms or the functional semantics of the terms, then these changes will be reflected in a change of name or namespace for the DCMI term or terms in question. The URIs for any new DCMI namespaces resulting from such changes will conform to the DCMI namespace pattern defined above.

D. Addition of DCMI term declarations to existing DCMI namespaces

New terms will occasionally be added to existing DCMI namespaces. Addition of DCMI terms to existing namespaces will not trigger changes in namespace URIs.

IV. Persistence Policy

The DCMI recognizes that people and applications depend on the persistence of formal documents and machine processable schemas that have been made publicly available. In particular, the stability of namespace URIs for metadata terms is critical to interoperability over time. Thus, the wide promulgation of this set of URIs dictates that they be maintained to support legacy applications that have adopted them.

V. Justification

Two significant issues were raised during the development of this policy. Firstly, that DCMI namespace URIs should indicate the *category* of DCMI terms within that namespace. For example, it was proposed that different DCMI namespaces might be used to partition DCMI elements from DCMI qualifiers, or to indicate that a particular term was originally defined by a particular community or within a particular domain. Secondly, that all DCMI

namespace URIs should carry versioning information (for example a date stamp) that would be updated as terms within the namespace change.

On the first issue it was considered that the *category* of DCMI terms was not necessarily persistent. For example, terms defined initially by the education community might subsequently become useful to other communities. Associating particular URIs with particular categories of terms was not felt to be helpful to the long-term stability of DCMI namespaces or the URIs of DCMI terms within those namespaces.

On the second issue it was again considered that embedding versioning information within the namespace URI was unlikely to be helpful to the long-term stability of DCMI namespaces or the URIs of DCMI terms within those namespaces. Rather, it was felt that versioning information should be carried within the DCMI recommendations and/or DCMI term declarations associated with DCMI namespaces and terms.

Finally it should be noted that, although the 15 elements currently within the `http://purl.org/dc/elements/1.1/` namespace could have been redefined within the `http://purl.org/dc/terms/` namespace, it was considered that the widespread existing usage of the former namespace URI mitigated against any change. Furthermore, the existing use of the `purl.org` domain for that namespace URI prompted its use for all DCMI namespace URIs.

References

[XML-NAMES] Namespaces in XML, W3C Recommendation, 14 January 1999
<http://www.w3.org/TR/REC-xml-names>

[RFC2396] IETF (Internet Engineering Task Force) RFC 2396: Uniform Resource Identifiers (URI): Generic Syntax, eds. T. Berners-Lee, R. Fielding, L. Masinter. August 1998.

[DCMES] Dublin Core Metadata Element Set, Version 1.1: Reference Description
<http://dublincore.org/documents/1999/07/02/dces/>

[DCMI-TYPE] DCMI Type Vocabulary, DCMI Recommendation, 11 July 2000
<http://dublincore.org/documents/dcmi-type-vocabulary/>

[DCQ] Dublin Core Qualifiers <http://dublincore.org/documents/dcmes-qualifiers/>

[DCMI-USAGE] DCMI Usage Board
<http://www.dublincore.org/groups/usage/>

[DC-GENERAL] DC-General mailing list <http://www.jiscmail.ac.uk/lists/dc-general.html>



Metadata associated with this resource: <http://dublincore.org/documents/dcmi-namespace/index.shtml.rdf>

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Dublin Core Metadata Initiative

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Title: Procedure for approval of DCMI Metadata Terms and Recommendations

Creator: Makx Dekkers, mail@makxdekkers.com

Date Issued: 2001-06-27

Identifier: <http://dublincore.org/usage/documents/2001/06/27/approval/>

Replaces: Not Applicable

Is Replaced By: Not Applicable

Latest version: <http://dublincore.org/usage/documents/approval/>

Description of document: Abstract.

Step	Event	Action	Result
1	Open issue is identified by the community and raised on a Working Group mailing list	Working Group (WG) Chair creates an Open Issue Item and adds it to WG Open issue list	Open Issue list change
2	Discussion on Working Group mailing list leads to proposal(s) for solution and identification of responsible authors/editorial team	WG Chair adds the deliverable to the WG Task List, including authors/editorial team responsible for the document and a target delivery date	WG Task list change

3	Authors/editorial team finalize draft document	Authors/editorial team (in consultation with WG Chair) post message to WG and link document from WG pages	DCMI Working Draft
4¹	WG Discussion	WG Chair manages the discussion and iterative review and coordinates revision of proposal with the authors/editorial team	DCMI Working Draft (revisions)
5	Consensus reached in WG	WG Chair summarizes consensus and posts last call to DC-General	DCMI Working Draft (final)
6	Resolution of all comments	WG Chair submits to Managing Director	DCMI WG Proposal
7	DCMI Managing Director receives DCMI WG Proposal	DCMI Managing Director assigns WG Proposal to review team (Usage Board if related to Metadata Term Semantics or (subset of) Advisory Board plus external reviewers otherwise). Proposal editor needs to be closely involved in the review process	Review team established
8	Review starts	Review team chair assigns a shepherd to the proposal	DCMI WG Proposal Review in process
9²	Review team discussion	Proposal shepherd manages the discussion in the review team	Review Team discussion results
10²	DCMI Managing Director and Review Team Chair evaluate Review Team discussion results	Consensus reached	Proposal becomes a DCMI Proposed Recommendation
		No consensus	Proposal is referred back to the WG
11	Proposal shepherd posts DCMI Proposed Recommendation to DC-General for Public Comment and implementers experience	Proposal shepherd manages Public Comment Period	Public comment responses

12	Public comment period finishes	Review team evaluates Proposal and Public Comment results according to established guidelines and criteria and recommend approval or rejection with cause	Recommendation for approval or rejection to DCMI Managing Director
13	DCMI Directorate, in consultation with WG Chair, review team and others, and taking into account the results of Public Comment, decides on outcome of process and makes public announcement	Proposal accepted	DCMI Recommendation
		Proposal rejected	Special action

¹ Repeating Step

² In case of Usage Board, these steps are skipped: Metadata Term proposals are announced for public comment without prior evaluation by the Usage board, other than completeness check by the Managing Director and Usage Board Chair.

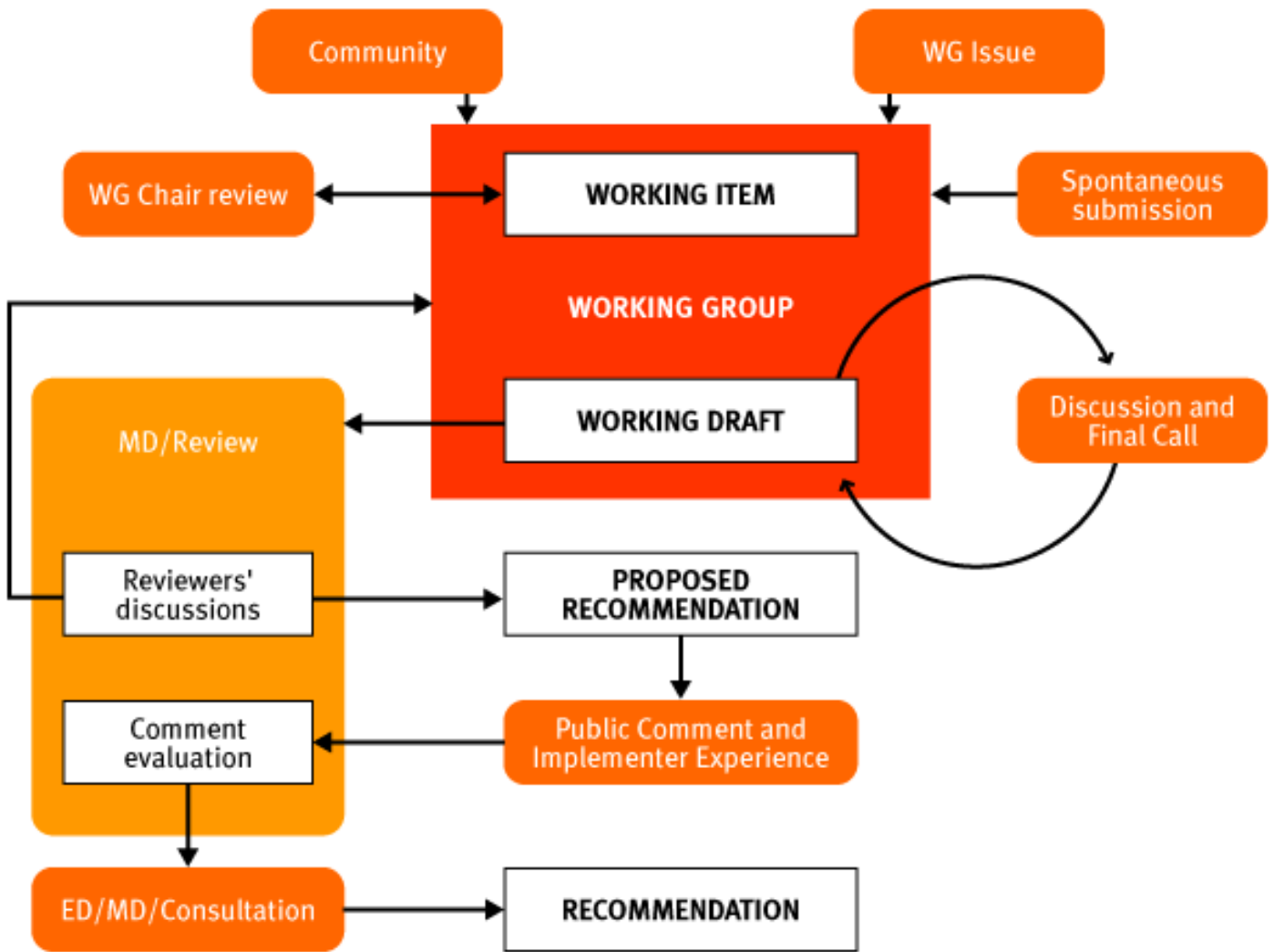
A graphic picture of the approval process



Metadata associated with this resource:

<http://dublincore.org/usage/documents/approval/index.shtml.rdf>

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Title: Usage Board Administrative Process

Creator: Diane I. Hillmann, dih1@cornell.edu
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Description of document: Abstract.

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6. [Follow-up to Meetings](#)

1. Usage Board Membership

1.1 The UB will consist of at least seven and no more than eleven people (nine is ideal) appointed by the DCMI Directorate

1.2. Usage Board member terms shall be for two years, renewable once.

Initial appointments will be made so as to stagger terms

1.3. Members should be selected based on the following criteria:

1.3.1. Knowledgeable concerning the development history and purpose of the DC element set and its relationship to the metadata world at large

1.3.2. Related to a metadata community relevant to DCMI

1.3.3. Willing and able to commit time and energy to the functions of the UB

1.3.4. Able to communicate verbally and in writing in English well enough to prepare documents and discuss complex issues in a group setting

1.3.5. Geographic and domain distribution of members is relevant but will not override other criteria

1.4. The UB Chair will be appointed from one of the membership by the DCMI Directorate. The term of the chair shall be for two years, renewable once.

2. Meetings

2.1. Scheduling

2.1.1. Meetings should be at least twice a year

2.1.1.1. One meeting should be scheduled during the annual DC general workshop/conference

2.1.1.2. The second should be scheduled at a different time of the year, preferably close to other conferences, so as to make attendance convenient for as many members as possible

2.1.1.3. Scheduling should be done far enough in advance so that as many members as possible may be present

2.2. Funding for meetings

2.2.1. Funding for meetings should be supported as much as possible by DCMI

2.3. Attendance by members

2.3.1. Members must attend at least one meeting in a given year

to maintain membership in good standing

2.3.2. Members who miss two meetings in succession may be replaced by the DC Directorate

2.4. Attendance by others

2.4.1. Attendance at UB meetings by other than the UB is by invitation

2.4.1.1. Interested attendees should request an invitation via the UB Chair or the Managing Director

2.4.2. Participation in discussion of proposals by any interested parties is encouraged

2.5. Agenda preparation and distribution

2.5.1. The UB chair is responsible for preparing the meeting agendas and assigning shepherds to proposals

2.5.2. Agenda items shall include the name and email address of the UB member responsible for shepherding the proposal through the UB process

2.5.3. Agendas shall be available on the UB page of the DCMI website

2.6. Minutes

2.6.1. Minutes of discussion points and decisions shall be drafted based on notes taken by relevant shepherds and the chair

2.6.2. Minutes shall be available on the DC UB website

3. Proposals

3.1. Sources of proposals

3.1.1. DCMI working groups

3.1.1.1. Existing working groups

3.1.1.2. Working groups established for the purpose of developing proposals

3.1.2. Metadata implementors

3.1.3. UB itself

3.2. Proposals should include:

- 3.2.1. A "name" for use in encodings
- 3.2.2. A "label" and "definition" in clear English
- 3.2.3. An example or two if appropriate, making clear what type of literal values are expected
- 3.2.4. Best practice recommendations
- 3.2.5. Whether the proposed term is an Element, Encoding Scheme, Controlled Vocabulary, or Element Refinement (typology to be taken from the reference grammar)
- 3.2.6. For qualifiers: the element being qualified
- 3.2.7. A pointer to a description, in standard form (to be specified) of the working group or organization putting forward the proposal: its scope, aims, a brief history, current status, and a pointer to archives
- 3.2.8. A discussion of possible overlap with existing terms
- 3.2.9. A summary history of the post-proposal discussion, written by the shepherd, shall be included (if there was one)
- 3.2.10. An analysis of the impact on existing Dublin Core applications
- 3.2.11. An analysis of interoperability with other metadata schemes
- 3.2.12. A justification of the need for the proposed element or qualifier in a cross-domain application
- 3.2.13. Links to further information on the web

3.4. Distribution

- 3.4.1. Proposals will be posted on a WG website or the UB website and linked to the UB agenda

Proposal Requirements Table

Elements	Qualifiers	Controlled Vocabulary Terms	Encoding Schemes
	Element qualified	Vocabulary list name	
Name	name	Term	Name
Label	Label		Label

Definition	Definition	Definition	URL for online access
Source of proposal	Source of proposal	Source of proposal	Maintenance body
Justification	Justification	Justification	
Discussion of overlap with other terms	Discussion of overlap with other terms	Discussion of overlap with other terms	
Impact analysis	Impact analysis	Impact analysis	
Examples and best practice recommendations	Examples and best practice recommendations	Examples and best practice recommendations	

4.0 Process for moving proposals

4.1. Pre-announcement process

4.1.1. Proposal is received by DCMI Managing Director or UB Chair

4.1.2. Proposal is given preliminary review for completeness by DCMI Managing Director and UB Chair

4.1.3. If complete and no revisions needed, proposal is circulated to UB members and announced for public comment

4.1.4. If incomplete or revisions needed, proposal is returned to originator, with request for revision or additional information

4.2. Announcements

4.2.1. Announcements of comment period for proposals to be discussed by the UB, or pending registration of new encoding schemes shall be made on the DC-general list and other relevant lists

4.2.2. Announcements of proposals shall be made by the DCMI Managing Director

4.2.3. Announcements will include:

4.2.3.1. Links to relevant information to be considered with the proposal

4.2.3.2. Relevant deadlines for comments

4.2.3.3. Addresses for comment submission

4.2.3.4. Information about UB meeting at which the proposal will be discussed, including how to request an invitation to participate

4.2.3.5. Name and contact information for the assigned shepherd

4.3. Shepherds

4.3.1. Each proposal shall be assigned a shepherd by the UB chair from among the UB membership

4.3.2. Shepherds should have knowledge of the proposal issues or be connected to the WG originating the proposal

4.3.3. Responsibilities

4.3.3.1. Monitor discussion on relevant lists (shepherds should be members of the relevant DC WG list during the time of consideration of a proposal)

4.3.3.2. Summarize the comment period discussion and points of contention of the proposal for the UB, either verbally at the meeting or in writing prior to the meeting (preferred)

4.3.3.3. Serve as liaison to the relevant WG or community during the time the proposal is under discussion and after a decision has been made

4.3.3.4. Recommend to the UB any further action after a decision has been made on the proposal

4.4. Comment period

4.4.1. Comment period on proposals should be managed on the DC-General list

4.4.2. Comment periods should be at least one month

4.5. Criteria for recommendation

4.5.1. Follows existing principles of qualification

4.5.2. Is well-formed

4.5.3. Does not conflict with or create ambiguity with regard to existing elements, or qualifiers

4.5.4. Does not create problems for existing legacy implementations if those implementations have followed recommended practice

4.6. Categories of recommendation

4.6.1. **CROSS-DOMAIN.** Terms of general use and broad interest across domains.

4.6.2. **DOMAIN-SPECIFIC.** Terms of interest to a limited domain or set of domains.

4.6.3. **OBSOLETE.** For terms that have been superseded, deprecated, or rendered obsolete. Such terms will remain in the registry for use in interpreting legacy metadata.

4.7. Fast-Track Process

4.7.1. Non-controversial proposals, such as additional encoding schemes, may bypass a portion of the normal process. For these proposals, the process will end at step 4.2.1.

4.8. Voting

4.8.1. Voting shall be limited to scheduled meetings and conference calls

4.8.2. Voting shall be limited to UB members present at the meeting or conference call and able to participate in the discussion

4.8.3. UB members who cannot be present may present their arguments for or against a proposal in writing prior to a meeting (this shall not constitute a vote)

4.8.4. UB members who cannot be present may explore other options with the chair, if they cannot be present for an important vote. In all cases, a vote may not be cast by a member who is not present, either actually or virtually, for the relevant discussion

4.8.5. Consensus is achieved if fewer than two UB members object to a proposal

5. Follow-up to meetings

5.1. Registration (to be added later)

5.2. Communication

5.2.1 For internal communication the UB uses the closed mailing list dc-usage@jiscmail.ac.uk. The messages are archived and publicly available at

<http://www.jiscmail.ac.uk/lists/dc-usage.html>

5.2.2 Public discussions of UB related issues during public

comment periods should take place on DC-GENERAL or other working group mailing lists as specified in the announcement.

5.3. Documentation

5.3.1 Important documents like UB membership, meeting agendas, meeting minutes, proposals to the UB, voting or decision documents and results (if not part of minutes) and similar are archived as separate documents in an area of the DCMI web site devoted to the UB.

5.3.2. Structure of the UB website is similar to a working group page with an issues, forums and resources section. If necessary, an UB internal section can be password protected.

5.3.2 Historic documents relevant to the UB work, like voting proposals and results from the first DC Qualifier voting will be archived at the same page.

5.3.3 Results of the UB work which take the form of official DCMI documents (working drafts, proposed recommendations and recommendations) are made available and archived at: <http://dublincore.org/documents/> as all the other similar documents. This includes upcoming lists of acknowledged vocabulary and encoding scheme qualifiers.

5.3.4 The UB page maintains links to all XML/RDF schemas of UB-maintained namespaces held on the DCMI Web site.



Metadata associated with this resource:

<http://dublincore.org/usage/documents/process/index.shtml.rdf>

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Proposed Section 3.3. Criteria for Evaluation of Proposals

3.3.1. Clarity

3.3.1.1. Can the term be clearly defined?

3.3.1.2. Can the semantics of the proposed element or element qualifier be expressed precisely, unambiguously, and briefly?

3.3.2. Practicality

3.3.2.1. Is the term practical?

3.3.2.2. How difficult would it be for people creating metadata to comprehend the semantics of the proposed element or element qualifier and to apply it reasonably in the description of resources?

3.3.3. Placement

3.3.3.1. Does the term refine an existing element?

3.3.3.2. If the proposed term is an element, can it reasonably be handled as effectively as an element or value qualifier for an existing element?

3.3.3.3. Are there alternative ways of implementing the term? Within the conceptual framework of the Dublin Core Element Set (i.e., element/element qualifiers and value/value qualifiers), are there alternative ways to achieve the ends sought?

3.3.4. Needs

3.3.4.1. Is there a clear requirement in existing implementations for the term in support of resource discovery?

3.3.4.2. Is there a demonstrated need for the proposed element, element qualifier, or value qualifier?

3.3.4.3. Are there existing implementations or controlled vocabularies, etc., supporting the term?


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Dublin Core Metadata Initiative

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Title:	Criteria for Evaluating Element and Qualifier Proposals
Creator:	DCMI Usage Board
Date Issued:	2001-06-12
Identifier:	http://dublincore.org/usage/documents/2001/06/12/
Replaces:	Not Applicable
Is Replaced By:	Not Applicable
Latest version:	http://dublincore.org/usage/documents/criteria/
Status of Document:	This is a DCMI Usage Board Working Draft.
Description of document:	This document describes the criteria for evaluating new element and qualifier proposals.

1. Can the term be clearly described? Can the semantics of the proposed element or element qualifier be expressed precisely, unambiguously, and briefly?
2. Is there a clear requirement for the term in support of resource discovery? Is there a demonstrated need for the proposed element, element qualifier, or value qualifier?
3. Does the term support interoperability? Does it, to the maximum extent possible, support interoperability.
4. Is the term practical? How difficult would it be for people creating metadata to comprehend the semantics of the proposed element or element qualifier and to apply it reasonably in the description of resources.
5. Does the term refine an existing element? If the proposed term is an element, can it reasonably be handled as effectively as an element or value qualifier for an existing

element?

6. Are there alternative ways of implementing the term? Within the conceptual framework of the Dublin Core Element Set (i.e., element/element qualifiers and value/value qualifiers), are there alternative ways to achieve the ends sought?

7. Are there existing implementations or controlled vocabularies, etc., supporting the term? Somewhat akin to number 2 above, are there existing implementations for which this solution (element or element qualifier or value qualifier) is needed in support of resource discovery. In similar fashion, are there existing value qualifiers (i.e., controlled vocabularies, thesauri, etc.) that support the term.



Metadata associated with this resource:

<http://dublincore.org/usage/documents/criteria/index.shtml.rdf>

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TO: DCMI Usage Board

From: Diane

Re: Where are we on the subject of AGENTS?

Date: October 15, 2001

Tom recently outlined three sets of issues related to Agents:

- 1) Element refinements of Creator/Contributor/Publisher -- things like "Illustrator". We have been discussing a way to give approval to a sub-set of the MARC relator terms (see Rebecca Guenther's posting of June 22) -- an idea that was originally proposed in (I think) 1999. Other working groups could put forward other such refinements, but I think this Usage Board would prefer that we point to other namespaces for really specialized terms and limit the refinements in the DCMI namespace to a minimum number of particularly useful or salient terms.
- 2) Types of agents, such as Person or Organization.
We would welcome a proposal.
- 3) Properties of persons and organizations, including contact information. I don't believe anybody on the UB wants us to reinvent vCard as a DCMI vocabulary. If Person or Organization were recognized as DCMI types, however (signaling a broadening of our implicit scope), then this would make other properties of agents into candidates for DCMI terms.

All of these issues make clear that we have, to some extent, internalized, at least within the Dublin Core "cognoscenti" the idea that the three agent elements--Creator, Contributor, and Publisher--must be considered as a unit for the purposes of qualification, lest we bring unnecessary horror upon our heads in future.

We have done much of the thinking on this issue outside the public forums, and before we proceed further in discussing either qualifiers for the agent elements or additional attributes to describe agents (within or outside of DCMES), we should attempt to formalize our thinking on this issue and consider how far we want to take the question at this juncture. Given how closely tied together all these "agent" issues are, HOW we do this, in what order we bring the issues forward, and our strategies for presenting them will be critical.

An added advantage to trying to resolve this problem soon is that the Agents WG may be able to focus their task a bit better and clarify how their work relates to other, related tasks taken up in other areas.

The top level issues:

1. Are we ready to confront “agents” now?

Recent discussion has revealed several possible options for us that might not be as draconian as those in the first “secret agent” proposals some years ago. It’s likely that we all agree at this point that one absolutely essential piece of any proposal must be that it preserves the integrity of applications that were designed to use the three separate elements, while allowing us to move forward with a strategy that recognizes:

- a. our experience with trying to make rational distinctions between the three elements (particularly creator and contributor) in diverse domains where such distinctions are not easy or necessarily relevant
- b. our recognition that our current setup does not easily incorporate agents that are neither persons nor organizations
- c. that the process of introducing qualifiers to this mix makes the difficulties with three separate elements increase exponentially.

Under these circumstances, biting the bullet now looks positively attractive, and continuing to bury the issue more and more unattractive.

Someone (I think it was Andy), suggested that we proceed by “elevating” one of the three--Contributor--and making it the universal “dumb down” for all three elements, rather than introduce another element called “Agent.” This has some advantages, as it leaves us with the most generic of the three, much easier to qualify with relator terms, for instance.

Probably the best way we could approach such a transition is to allow qualification only for contributor, and add creator and publisher as relator terms for role under contributor. This would have the effect of “softly” deprecating creator and publisher, by suggesting that a qualified contributor element may be much more useful in a complex environment, while still leaving unchanged the use of Creator and Publisher in unqualified, simpler applications.

If we can agree that the general strategy is to move forward on qualification of Contributor only, this simplifies the approach to Tom’s other issues. Taken in order, they are:

ROLES

Proposal for including Roles for Creator/Contributor/Publisher in Dublin Core

The Agent Working Group has discussed the elements Creator, Contributor and Publisher and how to allow for expressing attributes of agents associated with a resource. In addition it has in its charge looking at element refinements for these elements. It seems unlikely that this group will make substantial progress both on the Agent Core (the main topic of their agenda at DC-9) and element refinements, particularly for roles.

There is general consensus (particularly among members of the Usage Board as well as in previous discussions within the DCMI) that agent roles are attributes of the agent in relation to the resource described, so thus they should be expressed as element refinements of the agent elements. In addition, the Usage Board has discussed the possible deprecation of Creator and Publisher in favor of using Contributor for all agents associated with a resource.

This proposal suggests that element refinements be approved for Contributor to indicate the role of the contributor in relation to the resource. The following roles and definitions come from the MARC Code List for Relators (with some minor revisions to make the definitions more generally applicable). Role terms would be approved for use with the element, although applications could use the appropriate code if preferred (some, such as Open Ebook are already using relator codes with DCMES). Note that Creator and Publisher are already defined as roles; these would be used with Contributor and would be equivalent to using the element Creator or Publisher, respectively.

The following is essentially what was proposed to DCMI as element refinements in early 2000 (with a few changes), but was not approved because of the perceived need to consider all aspects of CCP element refinements and structured values separately. Other element refinements indicating roles could be approved if needed; they should be taken from the MARC list with the official semantics.

It is proposed that the Library of Congress maintain this list in conjunction with the larger MARC Code List of Relators. Thus, LC would define a subset of the larger list and maintain that documentation on the Web. These role terms would also be registered as element refinements of Contributor in the DCMI registry. This would enable LC to be able to maintain consistency with the complete list. If users require a role not on the LC list, they can apply for a new code/term; if approved, it would be included both on the officially maintained list at LC and in the DCMI registry.

An alternative is to allow for any of the role terms on the list to be used, but that would require all to be defined as element refinement for

Contributor. Since the list includes many codes designed for use with very specific types of applications, this does not seem appropriate for a cross domain element set such as Dublin Core.

Proposed Relators list for general applications (Dublin Core)

Principles for inclusion:

1. The term is not specific to a material type.
2. Only general creator/author terms are used, rather than specific ones.
3. Usage is for general application only; the broadest terms are included.

Term	Code	Comment
Adapter	adp	
Contributor	ctb	Probably not necessary to use
Creator	cre	Used with Contributor
Distributor	dst	
Editor	edt	
Illustrator	ill	
Performer	prf	
Publisher	pbl	Used with Contributor
Sponsor	spn	
Translator	trl	

Terms with definitions:

Adapter [adp]

Use for a person who 1) reworks a musical composition, usually for a different medium, or 2) rewrites novels or stories for motion pictures or other audiovisual medium.

Contributor [ctb]

Use for one whose work has been contributed to a larger work, such as an anthology, serial publication, or other compilation of individual works.

Creator [cre]

Use for a person or corporate body responsible for the intellectual or artistic content of a work.

Distributor [dst]

Use for an agent or agency that has exclusive or shared marketing rights for an item.

Editor [edt]

Use for a person who prepares for publication a work not primarily his/her own, such as by elucidating text, adding introductory or other critical matter, or technically directing an editorial staff.

Illustrator [ill]

Use for the person who conceives, and perhaps also implements, a design or illustration.

Performer [prf]

Use for a person who exhibits musical or acting skills in a musical or dramatic presentation or entertainment.

Publisher [pbl]

Use for an entity responsible for making the resource available
(Note: the definition of publisher is not given in MARC Relators list)

Sponsor [spn]

Use for the person or agency that issued a contract or under the auspices of which a work has been written, printed, published, etc.

Translator [trl]

Use for a person who renders a text from one language into another, or from an older form of a language into the modern form.

The complete list is at:

<http://lcweb.loc.gov/marc/relators/re0001.html>

Rebecca Guenther

October 15, 2001

TYPES and ATTRIBUTES

I wonder why we're separating TYPES from other attributes? It seems to me essential that we clarify that point before accepting any proposals for types based on a library-centric view of the landscape. John Kunze's background document for the breakout session on agents in Tokyo (<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-agents&F=&S=&P=739>) illustrates that the issue of types comes up with almost every domain, but in slightly different ways. This indicates that we might want to pursue a strategy that allows the agent work to move forward a bit before assuming that our concept of types should be pursued separately.



Date: Mon, 15 Oct 2001 02:31:53 -0700
Reply-To: "John A. Kunze" <jak@CKM.UCSF.EDU>
Sender: The broadest of mailing lists related to the international Dublin Core effo <DC-GENERAL@JISCMail.AC.UK>
From: "John A. Kunze" <jak@CKM.UCSF.EDU>
Subject: proposed agenda, 23 October
Content-Type: TEXT/PLAIN; charset=iso-8859-1

Agent Issues -- Proposed Agenda, 23 October Breakout Session

This is for the Agent Issues breakout session at DC-2001 in Tokyo, scheduled for Tuesday 23 October 9:30 to 11:30 (2 hours). All interested parties are welcome to join the actual meeting or to subscribe to the dc-agents discussion list (instructions are at the end of this message).

- * Introduction and current status (15 mins)
- * Changes to agenda? (5 mins)
- * Definitions and architectural context (10 mins)

Assumptions to clarify during discussion:

- + what namespace model -- (eg, dcq:, AC:)
- + syntax model(s) -- XML, XML/RDF, HTML, other?
- + metadata ambitions: rich & expressive vs cheap & simple
- + "application profile" vs new element set?
- + relationship to DCMI element set, which is

Title	Contributor	Source
Creator	Date	Language
Subject	Type	Relation
Description	Format	Coverage
Publisher	Identifier	Rights

- * Charter review and possible emendation (60 mins)

1. Develop a commentary which sets out the rationale and purpose of an agent record and an agent element set.
2. Develop a Recommendation for an agent element set, possibly to include agent element qualifiers.

3. Propose qualifiers for the Creator, Contributor, and Publisher (the CCP) elements of the Dublin Core Metadata Element Set. This activity is completely independent of the agent element set.
4. Provide input to the DCMI Architecture working group concerning a recommended mechanism for linking CCP elements to agent records.

* Create Milestones: Task Assignments and Due Dates (30 mins)

The following documents are relevant to the current Agent Issues.

Must Read:

Proposed Agenda, 23 October Breakout Session

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-agents&F=&S=&P=864>

[Warwick Cathro's background paper](#)

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0109&L=dc-agents&P=175>

[Starter definitions, lists, and notes from Ottawa](#)

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-agents&P=739>

[Discussion of Barbara Tillet's response to the background paper](#)

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-agents&F=&S=&P=374>

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0110&L=dc-agents&F=&S=&P=497>

[Related Material:](#)

[DCMI Usage Board's views on Agent Issues](#)

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0106&L=dc-usage&F=&S=&P=8824>

<http://www.jiscmail.ac.uk/cgi-bin/wa.exe?A2=ind0106&L=dc-usage&F=&S=&P=8912>

[A "straw man" Agent Element Set](#)

<http://www.nla.gov.au/meta/drafts/dcagent2.html>

Report of the IFLA UBCIM Working Group on Minimal Level

Authority Records and ISADN

<http://www.ifla.org/VI/3/p1996-2/mlar.htm>

Agents Issues chairs: John Kunze and José Borbinha

To visit or join the Agents Issues mailing list:

<http://www.jiscmail.ac.uk/lists/dc-agents.html>

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