

PAP29 Input paper
Agenda item 7.2
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The IALA Dictionary – Updating procedure

1 SUMMARY

The paper is a first attempt to develop an updating procedure for the IALA Dictionary. The draft procedure is involving all those who participate in the IALA work, at all levels, with different levels of responsibilities.

The paper also gives some thoughts to translations of the Dictionary in languages other than English.

1.1 Purpose of the document

The PAP may wish to review the draft procedure, especially the levels of responsibility, refine it and, if agreed, recommend to the Council using external Assistant Editor(s). It should also consider if it is necessary to have the terms agreed by the Council and decide about its own role in the procedure.

The PAP is requested to consider requesting the core group to work further on the translation objectives.

1.2 Related documents

None.

2 BACKGROUND

The small group formed at PAP 21 consisting of Omar-Frits Eriksson, Seamus Doyle, Nick Ward, Paul Ridgway and Marie-Hélène Grillet agreed to produce a simple table suggesting a way forward.

This template has been reviewed and agreed by the core group.

3 DISCUSSION

Definitions given in the IALA Dictionary are mostly based on terms used in the IALA documentation developed by the Committees in Working Groups. It is therefore desirable that everybody participating in such a development is involved in the procedure at an appropriate level.

3.1 Definition of roles not clearly defined in the draft procedure

The proposal would need to have an Editor and Assistant Editor(s).

The **Editor** would carry the final responsibility of the Dictionary. The **Assistant Editor(s)** would have the time consuming job to go through all documents published by IALA. This would be difficult for somebody already employed full time in an administration but could suit an early/recently retired person with the necessary skills.

In addition to the Assistant Editor(s), who would be external to the Committees, there will certainly be a need to **identify somebody** within a Committee who would be responsible to check revised/new terms/definitions approved by other Committees.

3.2 Proposed procedure

	Committee members	Working group chairs	Committee chair/plenary	Committee Secretary	Assistant Editor(s)	Editor
1. Identify terms that need to be defined	X					
2. Check if the term is already defined in the Dictionary	X					
3. If yes, suggest revision if needed	X	X				
4. If no, draft a definition	X	X				
5. Agree new or revised definition	X	X	X			
6. Inform other Committees of changes/new entries				X		
7. Have changes/new entries checked by all Committees				X		
8. Check validity of definitions approved by all Committees					X	
9. Upload terms and definitions						X
10. Check all IALA documents already published for consistency					X	
11. Identify where new editions are needed					X	

12. Prepare new editions for approval by Council						X
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3.3 Languages of the IALA Dictionary

To make the best use of the IALA Dictionary there should be multilingual definitions of terms after the validation of the English ones.

An in principle decision would be needed with regard to the languages in which terms and definitions should be translated

- 1 should IALA decide in which languages the Dictionary should exist?
- 2 would every member country be allowed to make use of the Wiki facilities to add its own language to the Dictionary?

There are constraints in option 1: the terms and definitions would be official terms and definitions in all languages decided by IALA and a strict process would need to be applied in terms of quality assurance.

Option 2 would be more flexible but IALA would lose control.

In any option there must be a mechanism to number the terms making the link to the other languages possible.

Translations of terms and definitions should be one of the items to be discussed by the core group and is not the purpose of the present paper.