

MÄORI SUBJECT HEADINGS WORKING PARTY
(MSHWP)

REPORT TO LIANZA/ TE RAU HERENGA O AOTEAROA AND TO TE RÖPÜ WHAKAHAU

MARCH 2000

ABSTRACT

This is the final report of the current Mäori Subject Headings Working Party. It summarises progress to date and presents draft guidelines for using Mäori Subject Headings, along with recommendations for further work to be done. The Working Party members are named and acknowledgements made.

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RATIONALE

The Māori Subject Headings Working Party was established to facilitate the development of a nationally agreed standard set of Māori Subject Headings (MSH), in order to make Māori information more accessible.

BACKGROUND AND SUMMARY OF THE WORKING PARTY'S ACTIVITIES

In order to meet their joint SIG responsibility for the NZLIA Bicultural Plan objective to “encourage the use of Māori Subject Headings”, and as a direct response to *Te Ara Tika : Guiding Voices* (Wellington, 1997), the Convenors of Cat SIG and Bic SIG began working together on behalf of the SIGs in late 1997. In January 1998 a meeting, co-ordinated by Cat SIG and held at Auckland City Libraries, encouraged cataloguers based in the North Island to begin identifying issues associated with standardising Māori Subject Headings. A list of issues was produced indicating that a wider range of input was needed.

The need for a national forum involving Cat SIG, Bic SIG and TRW became apparent. As the issue of standardised Māori Subject Headings was being considered at the time by the National Library's Māori Services Manager, the National Library of New Zealand Te Puna Mātauranga also became involved. A two day national forum was held in June 1998, co-ordinated by Bic SIG and hosted by the University of Waikato Library. The forum brought together cataloguers, librarians, archivists, kaumātua and te reo specialists to further identify and discuss the issues. Following two productive days a further meeting was scheduled for November 1998 to be held at the Dunedin Conference. An important outcome of the June forum was a set of Strategic Actions. NZLIA, TRW and the National Library were asked to endorse them. While they were soon endorsed by NZLIA and TRW, the National Library chose instead to extend its support. The National Library has continued this support by offering their staff time, a meeting space and advice throughout the MSH process so far.

In September 1998 the TRW President and Bic SIG Convenor identified the need for a combined Working Party to identify and resolve complex issues that would otherwise hinder the development and use of MSH. In October 1998 a team of TRW, Cat SIG and Bic SIG members was sought, as well as TRW and NZLIA approval to proceed. In addition to other skills, every attempt was made to get representation from each sector of New Zealand libraries – including public, special, national and tertiary. As a result the newly formed Māori Subject Headings Working Party was launched at the MSH Meeting held at the NZLIA Conference in 1998.

The Working Party began discussing issues via email and telephone but it soon became clear that meeting face to face, *kanohi ki te kanohi*, was the most productive method for achieving the team's objectives. While work would continue between meetings it was resolved to meet quarterly until March 2000. In March 1999 the Working Party held its first meeting, hosted by Te Puni Kōkiri Library. The team came together to produce terms of reference and a strategic plan. Strategic actions identified included the need to:

- identify and seek to resolve core cataloguing issues
- design an MSH tool
- design a process for on-going development of MSH
- communicate with the wider community
- monitor and evaluate progress

Other specific actions identified included the need to provide a national MSH list-serv (hosted by the University of Waikato Library, email: MaSHreo@list.waikato.ac.nz) and to produce a set of national guidelines for use by cataloguers and others using MSH. Alison Elliott of the National Library was invited to the meeting to address the team about the status of *Kupu*. A confidential report on *Kupu* was presented to the Working Party for consideration and feedback. The group also composed the first of several on-going reports to LIANZA, TRW and *Library Life*. Following the March meeting Glenn Taitoko continued work begun earlier on identifying and collating potential Māori Subject Headings.

The team met again in July 1999, hosted by the National Library. Group members presented feedback on strategic actions and carried out strategic planning. A response to the *Kupu* report was discussed and drafted. However, the main focus was the complex task of drafting MSH guidelines. Chris Todd was invited to attend the meeting as a cataloguing specialist and at the close of the meeting was enthusiastically invited to join the team. Chris accepted and following the July meeting continued as a valued member of the Working Party. Work on identifying and collating potential Māori Subject Headings continued between meetings.

The team met again at the National Library in October 1999, this time over two days. Day one focused on feedback, further strategic planning and planning for the Auckland conference session. Day two further focused on the complex issues of drafting guidelines, and other issues such as future facilitation and funding. In addition to the meeting, Chris wrote a comprehensive and informative article on Māori Subject Headings that outlined the issues involved in their creation:

Todd, Chris. "Māori Subject Headings: A Work in Progress" in *Cataloguing Australia*, vol 24, nos 3/4, September/December 1998 p. 83-92. The issue actually appeared in January 2000.

In November 1999 the Working Party hosted an MSH meeting at the LIANZA Conference in Auckland. Around 40 people attended to discuss developments and issues with a panel of working party representatives. A paper was presented and feedback sought. Following the session any further feedback was posted and discussed on the MaSHreo list.

In late January 2000 the group gathered for the final meeting of the current phase. Over two days the team focused on strategic directions, further refining draft guidelines and identifying skills required for the Working Party in the second phase. Recommendations were also drafted for TRW, LIANZA and the phase two team.

To conclude, from the somewhat challenging place of navigating such new ground the actions required for the task soon became clear and, as expected, lively and enriching discussion took place at

each meeting and often continued via email. Many issues were explored in depth and complications discovered and worked through. Following 12 months of intensive shared effort the work of the current team has reached a logical conclusion and the need for a second phase team with further skills has been identified. The group is keen to see the work to date expanded upon and implemented. To this end, two highly skilled existing Working Party members, Chris Todd and Glenn Taitoko, have opted to continue into the next phase. We now keenly await LIANZA's and TRW's response to this report.

RECOMMENDATIONS FOR LIANZA AND TRW

The Māori Subject Headings Working Party recommends that LIANZA and TRW support the following developments:

- That the Māori Subject Headings Project continues into its second phase
- That this second phase focuses on the development of the list of subject headings following guidelines developed by the Māori Subject Headings Working Party (see next section – MSH Draft Guidelines)
- That a new working group is convened for the second phase. The group should include people with following range of skills and knowledge:

Te reo Māori, the Māori language
Tikanga Māori, cultural knowledge
Cataloguing skills, particularly vocabulary structure
Understanding of the technical aspects of integrated library systems
Knowledge of user needs in a range of libraries

- That continued operational financial support for the project is made available by LIANZA
- That LIANZA and TRW consider future production costs
- That Chris Todd (Open Polytechnic and Cat SIG) and Glenn Taitoko (Te Puni Kōkiri and TRW) are involved in the second phase of Māori Subject Headings development

FURTHER INFORMATION

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ACKNOWLEDGMENTS

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MÄORI SUBJECT HEADINGS DRAFT GUIDELINES

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INTRODUCTION

Access to Māori information is the responsibility of both Treaty partners.

In direct response to *Te Ara Tika : Guiding Voices* (Wellington, 1997), and to meet the Objectives of the NZLIA Bicultural Plan 1998, a working party was established to facilitate the development of a nationally agreed standard set of Māori Subject Headings. The headings are intended to make Māori information more accessible and to enable co-operative cataloguing.

The working party continued work begun by: Te Rōpū Whakahau (TRW), LIANZA, Cat SIG and Bic SIG at meetings held in Auckland, Hamilton and Dunedin in 1998.

PURPOSE

Māori Subject Headings (MSH) are intended to provide subject access in the Māori language to materials for and/or about Māori. Such access is in accordance with the principles of Te Tiriti o Waitangi, the Treaty of Waitangi, and will benefit Māori library users and others seeking Māori information.

The purpose of these guidelines is to assist cataloguers and other information providers in their application of MSH. At this stage in the development of the MSH, these guidelines are also intended to serve as a framework for the second working group in their development of the actual list of headings.

The MSH list is primarily intended for use at a general level in libraries and other information centres, rather than focusing on the needs of those with specialist collections. However, this list could be used as a basis on which to build a more detailed vocabulary should the need arise.

Relationship to existing cataloguing standards

The MSH follow closely the methods of establishing subject headings used in *Library of Congress Subject Headings (LCSH)*, *Library of Congress Names Authorities (LCNA)* and *Anglo-American Cataloguing Rules, 2nd ed., 1998 revision (AACR2R)*.

APPLICATION

MSH are recommended when any of the following situations apply:

- The work is written in te reo Māori, the Māori language, or is bilingual, with one of the languages being Māori.
- The word “Maori” appears in an LC subject heading. For example:
 - Art, Maori
 - Maori (New Zealand people) – Folklore.
- At least 20% of the content is for and/or about Māori.

MSH may also be applied at the cataloguers' discretion.

Many libraries may wish to use MSH headings in addition to English language subject headings such as *LCSH*.

SCOPE

The subjects covered in the MSH list are those found in publications for and/or about Māori, and cover a wide range of topics. The following list gives some idea of the breadth of headings required, although the level of detail under a topic will vary with the extent of publishing on that topic.

Iwi, tribal, histories	Art and craft
Tiriti o Waitangi, Treaty of Waitangi, issues	Health
Education	Literature
Biography	Whakapapa, genealogy
Tikanga, culture	Social issues
Religion	Pūrākau, pakiwaitara, myths, legends, folklore
Natural history	Resource management
Law	Politics
Economics	

Other areas that might also be included are:

- International relations
- Issues related to indigenous peoples
- Other significant New Zealand topics, e.g. world wars.

LANGUAGE

The Māori Subject Headings are in te reo Māori, the Māori language. English is only used for scope notes, references and guidance in using the MSH list. Bilingual scope notes (Māori and English) may be provided where resources permit.

I. CHOICE OF TERM

Te reo Māori has regional/iwi variations. The subject headings chosen reflect the most widely known words and phrases. There is no intention to give emphasis to the language of any one region or iwi. References guide the user from a variation of a term to the authorised subject heading used in MSH.

II. MACRONS

The long vowel is represented by a macron, (e.g. Māori), rather than a double vowel. The macron is recommended by Te Taura Whiri i te Reo Māori, the Māori Language Commission, and supported in the

National Library's Te Puna system. Do not substitute double vowels for macrons in systems without a macron facility.

III. ARTICLES

The articles "te", "ngä" and "he" will not be used at the beginning of topical subject headings. However, where an article forms part of a proper name it will appear as part of that name, e.g. Te Kooti Arikirangi Te Türuki, d. 1893, Rongowhakaata.

STRUCTURE OF ENTRIES

The structure of entries in the MSH list is based on that of standard subject heading lists. Authorised subject headings are listed in bold type while terms that are not used as subject headings appear in standard type.

Note: As the MSH has not yet been developed the following example does not necessarily show terms exactly as they will appear in the final list. The example is designed to show the form of entries and explain the various relationships expressed in those entries.

	Boats	USE Waka moana
	...	
(a)	Canoes	USE Waka moana
	...	
	Rangatira	
(b)	RT Rangatiratanga	
	...	
(c)	Waka	
(d)	Here are entered works that combine the two concepts of transport and ancestral canoes. Works on canoes primarily as a form of transport are entered under Waka moana.	
(e)	SA	individually named waka, e.g. Te Aurere
(f)	NT	Waka moana Waka tipuna Waka whenua Wakarerangi
	Waka moana	
(g)	UF	Boats Canoes
(h)	BT NT	Waka Waka ama Waka taua
(i)	--Te ao hou --Te ao tawhito	

- (a) Term not used as a subject heading with a direction to the authorised heading.
- (b) RT = Related Term - a valid subject heading that is related to the heading in the entry.
- (c) Authorised subject heading.
- (d) Note defining the scope of the heading. Such notes may be written in both English and Māori.
- (e) SA = See Also - a general reference to related subject headings.
- (f) NT = Narrower Term - valid subject headings representing kinds or parts of the heading in the entry.
- (g) UF = Used For - shows topics covered by the term in the entry. These topics are not valid MSH headings. UF will show English equivalents and some Māori synonyms.
- (h) BT = Broader Term - a valid subject heading that is more general than the heading in the entry. The opposite of NT.
- (i) Subdivision - representing an aspect of the subject. The subdivisions in this example represent traditional and modern practice. Subdivisions are described in more detail below.

The standard thesaurus terminology (UF, BT, RT, SA, USE) could also be translated into Māori if that was deemed appropriate.

TOPICAL HEADINGS IN MSH

I. HOW HEADINGS ARE CHOSEN FOR MSH

Consultation with language experts is crucial in the process of selecting the headings for MSH. The topics selected for representation by subject headings are essentially chosen from the topics that appear in the literature for and/or about Māori. This concept, known as 'literary warrant', helps to ensure that the list is focused on the needs of library and information centre(s), and database users.

The terms selected are those known to be in current use that give the most accurate representation of the topic.

II. SYNONYMS

Where more than one Māori term exists for a topic the MSH list will use the term that is known to be most widely-used.

III. LEVEL OF DETAIL

The MSH list is focused on the needs of general libraries and information centres and therefore will not be developing terms to highly detailed levels, unless such detail is clearly present in the literature of a subject area.

IV. HIERARCHIES

Relationships between terms are, as far as possible, based on Māori cultural values. A core principle is that all the most general headings (headings with no broader terms) will encompass the three concepts of:

Tangata (people)

Whenua (land/physical world)

Wairua (spiritual world)

SUBDIVISIONS

Subdivisions are used to narrow topics down with respect to specified aspects. All subdivisions are in te reo Māori, the Māori language. Subdivisions are used in MSH to show five aspects:

Perspective

Time

Place

Topic

Form

The perspective subdivision was developed by the Working Party, while the other four types of subdivision are already used in LCSH.

I. PERSPECTIVE SUBDIVISION

This indicates the approach taken to a topic and is used where a subject may have a traditional (often pre-contact) application and a modern application. There are two subdivisions established for this aspect:

Te ao tawhito traditional approach

Te ao hou modern approach

For example: Moko – Te ao tawhito.

II. OTHER SUBDIVISIONS

The remaining subdivisions have yet to be established. Reference sources identified as potentially useful in establishing subdivisions are:

He Kōrero Pūrākau mo ngā Taunahanahatanga a ngā Tūpuna = Place Names of the Ancestors : A Māori Oral History Atlas. Wellington: New Zealand Geographic Board, 1990.

Kelly, Jan and Brian Marshall. *Atlas of New Zealand Boundaries.* Auckland: Auckland University Press, 1996.

McKinnon, Malcolm, ed. *Bateman New Zealand Historical Atlas = Ko Papatuanuku e Takoto Nei*. Auckland: David Bateman, 1997.

Tangata Whenua o Aotearoa : An Interactive Encyclopedia of Māori Culture and Lifestyle. [CD ROM] Christchurch: Carich Productions, c1999.

HEADINGS TO BE CREATED BY CATALOGUERS AND OTHER INFORMATION PROVIDERS

It is not possible to include in this list all names that might be needed as subject headings. These guidelines, which are based on the *Anglo-American Cataloguing Rules, 2nd ed., 1998 revision (AACR2R)*, show how to create headings for the following:

- Names of people
- Names of places
- Other names

The following guidelines use the language preference rule 0.12 in *AACR2R* to replace the specified preference in those rules with a preference for te reo Māori, the Māori language.

NAMES OF PEOPLE

SCOPE: Includes names of individuals and names of waka tūpuna, ancestral waka. All other waka are classified as “Other names”.

This section is based on the rules in Chapter 22 of *AACR2R* and is used when creating a subject heading for a person or ancestral waka. Waka tūpuna headings will be available in the MSH list.

I. CHOICE OF NAME (rules 22.1-22.3)

Fundamentally, the name used by a person in their works, or in reference sources about them, is the name used as a heading.

Language variations (rule 22.3B)

1. Where a person uses both English and Māori versions of their name then use the Māori form as the Māori subject heading. For example:

Mead, Hirini Moko, 1927-

MSH form

would be used as the Māori subject heading as this form has been used. Other forms used as headings include:

Mead, S. M. (Sidney Moko), 1927-

AACR2R form

Mead, Sidney Moko, 1927-

However, the full Māori version of a name is given preference in MSH.

2. If the known Māori name includes an element or elements in English, where no Māori equivalent has been used, then accept those components in the Māori subject heading. For example:

Nēpia, George, 1905-1986.

In this case, Nēpia is not known to have used the Māori transliteration of George, and is not referred to by that form in reference sources.

II. FORM OF NAME (rules 22.4-22.11)

1. *Pre-contact forms of name*

If name is in pre-contact form (i.e. not in surname, first name form) use direct entry. For example:

Te Kooti Arikirangi Te Tūruki, d.1893.

2. *Names with prefixes or articles* (rule 22.5D)

If a Māori surname begins with an article, enter it directly. For example:

Te Maari-o-te-rangi, Piripi, 1837?-1895.

Ngā-kahu-whereo.

3. *Entry under phrase* (rule 22.11)

Where, in common Māori usage, a phrase is used as the name of a person, that form will be used as the subject heading for the person. If the phrase always includes an element or elements in English retain those in the subject heading. For example:

Guide Rangi, 1897-1970.

III. ADDITIONS (rules 22.12-22.19)

1. *Iwi/Hapū affiliation*

This addition is not covered by *AACR2R* but is an adaptation made by the Working Party because many people are identified or identify themselves by their iwi or hapū affiliations.

Use only where tribal/iwi/hapū affiliations are consistently presented in authoritative reference sources or can be ascertained from the person concerned. Add up to 4 affiliations to the MSH name heading. For example:

Te Rangihaeata, d.1855, Ngāti Toa, Ngāti Kimihia. MSH form

Te Rauparaha, d.1849, Ngāti Toa, Ngāti Raukawa. MSH form

If no Māori form of name is known use the *AACR2R* form and add iwi/hapū affiliations, if available. For example:

Sullivan, Robert, 1967- *AACR2R* form

Sullivan, Robert, 1967-, Nga Puhī, Ngāti Manu, Ngāti Raukawa, Kai Tahu. MSH form

If there is any doubt about the accuracy of the affiliations do not add them.

2. *Titles of nobility and terms of honour* (rule 22.12)

Add such titles to the Māori form of name. Prefer Māori title if available, otherwise use English title. For example:

Te Atairangikaahu, Dame, Te Arikiniui, 1931- *AACR2R* form

Te Atairangikaahu, Te Arikiniui, 1931- MSH form

Kawharu, I. H. (Ian Hugh), Sir, 1927- *AACR2R* form

Kawharu, I. H. (Ian Hugh), Sir, 1927-, Ngāti Whātua, Mahurehure. MSH form

SUGGESTED REFERENCE SOURCES:

Prefer a Māori language source if possible.

Ngā Tāngata Taumata Rau. Wellington: Te Tari Taiwhenua, 1990-

Dictionary of New Zealand Biography. Wellington: Dept. of Internal Affairs, 1990-

NAMES OF PLACES

This section is based on the rules in Chapter 23 of *AACR2R*.

I. CHOICE OF NAME (rules 23.1-23.3)

1. *Language form* (rule 23.2A)

Use the Māori form of a place name if there is one. For example:

Christchurch (N.Z.) *AACR2R* form

Ötautahi MSH form

II. QUALIFIERS (rule 23.4)

Do not add the qualifier (N.Z.) to place names in Māori. Qualifiers may be added to indicate the nature of geographic features. Note that *AACR2R* rules do not cover how to set up headings for geographic features. They cover names of places that are political jurisdictions such as, in Aotearoa New Zealand, names of cities, towns, regions and districts. For example:

Taranaki, Mount (N.Z.)	LCSH form
Taranaki (Maunga)	MSH form
Taranaki Region (N.Z.)	<i>AACR2R</i> form
Taranaki (Rohe)	MSH form

SUGGESTED REFERENCE SOURCES:

Discover New Zealand: A Wises Guide. 9th ed. Auckland: Wises Publications, 1994.

Land Information New Zealand (LINZ) <<http://www.linz.govt.nz/>>

McKinnon, Malcolm, ed. *Bateman New Zealand Historical Atlas = Ko Papatuanuku e Takoto Nei*. Auckland: David Bateman, 1997.

New Zealand. Dept. of Lands and Survey. *Gazetteer of New Zealand Place Names*. Wellington: 1968 [i.e. 1969].

The New Zealand Geographic Place-Names Database
<<http://www.linz.govt.nz/databases/geographic/geoname.html>>

OTHER NAMES

SCOPE: Includes organisations, iwi authorities, ships, buildings, events and waka (other than waka tipuna, ancestral waka, which are classed with “Names of People”).

This section is based on the rules in Chapter 24 of *AACR2R*.

I. CHOICE OF NAME (rules 24.1-24.3)

When a name appears in Māori and English use the Māori form as the subject heading for MSH. This follows rule 24.3A1 but changes the language preference to Māori. For example:

University of Waikato.	<i>AACR2R</i> form
Te Whare Wānanga o Waikato.	MSH form
Waitangi Fisheries Commission.	<i>AACR2R</i> form
Te Ohu Kaimoana.	MSH form

II. ADDITIONS OR OMISSIONS (rules 24.4-24.11)

1. *Qualifiers* (rule 24.4)

When a name needs a qualifier to clarify its nature the qualifier is added in te reo Māori, the Māori language. For example:

Turangawaewae (Marae) MSH form

Te Aurere (Waka) MSH form

2. *Names beginning with articles* (rule 24.5)

Articles are retained in Māori subject headings for names. For example:

National Library of New Zealand. AACR2R form

Te Puna Mātauranga. MSH form

3. *Subordinate names* (rules 24.12-24.19)

These are usually names of organisations that have a larger governing body. For example, Te Puni Kōkiri is part of the New Zealand government.

1. Names with phrases

When the name is grammatically linked with the name of the larger body use the entire phrase as the subject heading. This differs from the instruction in rule 24.13A Type 6. For example:

University of Waikato. Library. AACR2R form

Te Whare Pukapuka o Te Whare Wānanga o Waikato. MSH form

1. Government agencies (rule 24.18)

The name of the New Zealand government is not used at the beginning of MSH headings because the language form makes the name distinctive. For example:

New Zealand. Ministry of Māori Development. AACR2R form

Te Puni Kōkiri. MSH form

SUGGESTED REFERENCE SOURCES:

Takoa : Te Aka Kumara o Aotearoa : Directory of Māori Organisations and Resource People in Aotearoa.
Auckland: Tuhi Tuhi Communications, 1996-

APPENDIX ONE

MÄORI SUBJECT HEADINGS AND MARC

Adding MSH headings to a catalogue record using the *USMARC* format involves using most of the same coding that applies to standard LCSH subject headings. For subject headings this coding consists of a **Tag**, two **Indicators**, with **Delimiters** to show **Subfield codes**. For more complete information about the USMARC format please check the MARC website at the Library of Congress: <<http://lcweb.loc.gov/marc/>>

TAGS

Examples of the main tags, with the corresponding type of MSH heading, are shown below:

MSH Heading	USMARC Tag
Personal name	600
Corporate name	610
Topical heading	650
Geographic heading	651

INDICATORS

1. *First Indicator*

The values associated with the first indicator are exactly the same for MSH headings as they are for LCSH headings:

MSH Heading	USMARC Indicator 1 Value	
Personal name	0	Forename
	1	Surname
	3	Family name
Corporate name	2	Name in direct order
Topical heading	Blank	First & second level subjects not defined
Geographic heading	Blank	Undefined

2. *Second Indicator*

This shows the subject heading system used. Therefore, this is where MSH headings are coded differently from LCSH headings. There are two different indicators that may apply:

- 4 Source not specified – means that a subject headings list has been used but it is not one listed in the *USMARC Code List for Relators, Sources, Description Conventions*, which is maintained by the Library of Congress.
<<http://lcweb.loc.gov/marc/relators/>>
- 7 Source specified in subfield \$2 – means that the source is listed in the *USMARC* code list mentioned above, and the code for the source is shown in subfield 2 of the heading. Once the MSH list is published it will be possible to apply to LC for the addition of MSH to that code list.

SUBFIELD CODES

These are applied as listed in *USMARC*. Two MSH developments can be incorporated into existing subfields:

Iwi/hapū affiliations – are coded using subfield code **c**

Perspective subdivisions – are coded using subfield code **x**

EXAMPLES

These examples are based on the assumption that MSH is added to the *USMARC* code list.

Personal subject heading:

600 1 7 \$a Nēpia, George, \$d 1905-1986, \$c Ngāti Rākaipaaka. \$2 msh

600 0 7 \$a Te Kooti Arikirangi Te Tūruki, \$d d. 1893, \$c Rongowhakaata. \$2 msh

600 3 7 \$a Tainui (Waka) \$2 msh

600 1 7 \$a Kawharu, I. H. \$q (Ian Hugh), \$c Sir, \$d 1927- \$c Ngāti Whātua, Mahurehure. \$2 msh

Corporate subject headings:

610 2 7 \$a Te Whare Wānanga o Waikato. \$2 msh

Topical subject headings:

650 - 7 \$a Waka moana \$x Te ao hou. \$2 msh

Geographic subject headings:

651 - 7 Sa Ötautahi. \$2 msh

651 - 7 Sa Taranaki (Maunga) \$2 msh

APPENDIX TWO

RECOMMENDATIONS FOR THE SECOND PHASE

The Māori Subject Headings Working Party makes the following recommendations for phase two of the Māori Subject Headings project:

- That the Māori Subject Headings are developed
- That topical Māori subject headings are developed based on the principles and structures presented in the draft guidelines
- That topical, time and form subdivisions are established
- That guidelines for place subdivisions are established
- That scope notes in Māori are provided to facilitate access for speakers of te reo Māori, the Māori language, where resources permit
- That an authoritative list of waka tipuna, iwi and hapū names is developed
- That mechanisms are developed for making the Māori Subject Headings list available to potential users
- That a system be considered for the ongoing growth and maintenance of the MSH list, under the auspices of a monitoring group
- That mechanisms are developed for:
 - adding terms to the Māori Subject Headings list
 - deciding between synonyms where a preferred term cannot readily be established
 - creating a greater level of detail for topics, where required
- That quality control processes are developed for correcting or modifying entries in the Māori Subject Headings list
- That an application is made to the Library of Congress for Māori Subject Headings to be added to the *USMARC Code List for Relators, Sources, Description Conventions*
- That the future and usefulness of the MaSHreo list-serv is considered
- That an appendix outlining the system implications of Māori Subject Headings is developed. This might include:
 - How the MSH headings display in online catalogues

- How the MSH headings are indexed and searched in a local system
- Dealing with terms that may be preferred in LC/AACR2R and non-preferred in MSH, and vice versa
- How to deal with macrons
- Implication of downloading records containing MSH headings from Te Puna
- The problem of some MSH being the same as some LCSH forms.
- Global change issues