EPC Exhibit 137-7.4

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 THE LIBRARY OF CONGRESS

 Dewey Section

To: Jonathan Furner, Chair

 Decimal Classification Editorial Policy Committee

Cc: Members of the Decimal Classification Editorial Policy Committee

 Karl E. Debus-López, Chief, U.S. Programs, Law, and Literature Division

From: Michael Panzer, Editor in Chief

 Winton E. Matthews, Consulting Assistant Editor

###  Dewey Decimal Classification

###  OCLC Online Computer Library Center, Inc.

Re: Latin and common names in biology

EPC Exhibit 136C-19.1 “583–584 Angiosperms: Common names” has the following proposal:

We propose to “keep common names in separate including notes as a matter of course, except for those that are equivalent to the scientific names for families or orders, which should be added parenthetically after mention of the scientific name.” Is this a sound strategy? Can it be improved? [Note: EPC 136C-19 uses a philosophy of keeping scientific names and common names completely separate, to promote “findability.”]

EPC Exhibit 136C-19 “583–584 Angiosperms”, which was finalized after EPC Exhibit 136C-19.1, has the following statement:

In accordance with the proposal set forth in EPC Exhibit 136C-19.1, common names and scientific names have been placed, no matter how many or how few are involved, in separate including notes and separate class-here notes. In the same vein, synonyms that were previously presented parenthetically, immediately following a name, are now presented in the appropriate including or class-here note.

If the proposal is accepted, some Editorial Rules must be modified. Those rules with strikethroughs and underlining follow. The rules without changes are included to give context.

3 **General rules of style**

3.3 **Wording**

**See 4 for specific aspects of wording in heading, 9 for specific aspects of wording in notes, appendix A for editorial resources.**

3.3.1 Use terminology that reflects currency, sensitivity, and international usage. **See 3.3.12 for Latin or Greek taxonomic names and their English language equivalents in biology, 3.9.1 for treatment of place names.**

~~3.3.1.1 Prefer the Latin or Greek taxonomic name in biology over the English language equivalent.~~

~~599.789 \*Ailuropoda (Giant panda)~~

3.3.3 If the information supplied in an entry is not sufficient to make the meaning of the heading clear, give supplementary terms or definitions for the heading as needed in the language of a text for laypersons.

3.3.3.1 Add in parentheses directly following the heading a single synonym (term or phrase); an equivalent proper adjective for a people, language, or area; the vernacular form of a geographic name **(see also 3.9.1.1.2 for examples)**; or the acronym (or the spelled-out version if the acronym is better known)~~; or the English-language equivalent of Latin or Greek taxonomic names~~. See **3.3.12 for Latin or Greek taxonomic names and their English language equivalents in biology**

 153.8 Will (Volition)

 355.8 Military equipment and supplies (Matériel)

 —4426 Picardy (Picardie)

 —9193 Latvians (Letts)

 —94511 Hungarian (Magyar)

 538.362 Nuclear magnetic resonance (NMR)

 572.86 †DNA (Deoxyribonucleic acid)

 ~~599.789 \*Ailuropoda (Giant panda)~~

3.3.4 If the information supplied in an entry is not sufficient to make the meaning of topics in notes clear, give supplementary terms or definitions for topics as needed in the language of a text for laypersons.

3.3.4.1 Add in parentheses directly following the preferred term synonyms or alternative names, equivalent proper adjectives for a people or language, the vernacular form of a geographic name, the acronym (or the spelled-out version if the acronym is better known)~~, or the English-language equivalent of Latin or Greek taxonomic names~~. **See 3.3.12 for Latin or Greek taxonomic names and their English language equivalents in biology, 3.9.3.1.4 for punctuation within an established corporate-body name.**

 538.362 Nuclear magnetic resonance (NMR)

 Including nuclear quadrupole resonance (NQR), electron-nuclear double resonance (ENDOR)

 332.175 22 Checking accounts

Including NOW (negotiable order of withdrawal) accounts

 ~~584.64 \*Arales~~

~~Including Lemnaceae (duckweed family)~~

3.3.12 Latin or Greek taxonomic names, their English language equivalents, and other common names in biology

3.3.12.1 The Latin or Greek taxonomic name is given in the heading. The English language equivalent is given in a class-here note

599.789 \*Ailuropoda

Class here giant panda

3.3.12.2 The Latin or Greek taxonomic names are given in including or class-here notes before the including or class-here notes with the English language equivalents and other common names.

 598.338 Lari

Including Rynchopidae, Stercorariidae

Including jaegers, skimmers, skuas

Class here Laridae

Class here gulls, terns

4 **Headings**

Each heading usually consists of a word or phrase inclusive enough to cover all topics subordinate to it. Do not sacrifice clarity to achieve brevity. **See 4.2 and 4.4 for departures from the norm.**

**See 3.2 for three‑digit numbers and their headings, 9.14.2 for headings in tables of preference.**

4.4 **Headings narrower than the subject**

 It is sometimes necessary or convenient to provide a heading somewhat narrower than the subjects for which the class may be used. In such cases, a class‑here or similar note is used to indicate the full range of coverage.

4.4.1 The usual justification for such "reverse subordination" is the use of a number in a sense broader than its hierarchical position indicates, e.g., use for comprehensive and interdisciplinary works. Some aspects of such comprehensive and interdisciplinary subjects class elsewhere.

599 \*Mammalia ~~(Mammals)~~

 Class here mammals, warm‑blooded vertebrates

 *For Aves, see 598*

4.10 **Order of topics in headings**

 Unless there is a more logical or idiomatic order, arrange the topics as follows:

4.10.2 **Standard-subdivisions-are-added note not in the entry**

4.10.2.2 If there are no subdivisions, list the topics in alphabetical order.

 —687 12 Gordonia district, Kenhardt district, Prieska district

 595.36 \*Branchiura ~~(Fish lice)~~, Cephalocarida ~~(horseshoe shrimps)~~,

 Mystacocarida ~~(mustache shrimps)~~

 but:

 796.56 Dude ranching and farming

 Dude ranching has more literary warrant than dude farming.

9 **Notes**

9.9 **Including note** (does not have hierarchical force)

 An including note indicates discrete topics that can potentially be given their own numbers.

9.9.5 **More than one including note**

 ~~Use multiple including notes to separate lengthy lists of topics that have logical divisions, e.g., scientific names and organisms named only by popular name.~~

~~583.675 \*Primulales~~

~~Including Primulaceae (primrose family), Myrsinaceae, Theophrastaceae~~

~~Including auriculas, coralberry, cyclamens, loosestrife, primulas, shooting stars~~

9.9.5.1 Use multiple including notes to separate lengthy lists of topics that have logical divisions, e.g., administrative names and geographical names.

 —711 5 Okanagan-Similkameen region

Including Central Okanagan Regional District, North Okanagan Regional District, Okanagan-Similkameen Regional District

Including Armstrong, Enderby, Kelowna, Osoyoos, Penticton, Princeton, Vernon; Manning Provincial Park; Shuswap River, Tulameen River; Okanagan Lake

Class here \*Cascade Mountains in British Columbia

9.9.5.2 In 560-590 Biology, the Latin or Greek taxonomic names are given in an including note before the including note with the English language equivalents and other common names. The order of the English language equivalents and other common names does not depend upon the order of the Latin or Greek taxonomic names.

598.74 \*Cuculiformes

Including Cuculidae, Musophagidae, Opisthocomidae

Including anis, cuckoos, hoatzin, roadrunners, touracos

9.10 **Class‑here note** (has hierarchical force)

 A class‑here note indicates general topics or concepts that so pervade the subject under which they are listed that they are unlikely to be given separate numbers. They may be broader or narrower than the heading, define another way of looking at the subject, or overlap it. A class‑here note is an instruction to class the whole topic in the number under which it appears and its parts in the most appropriate subdivision.

9.10.7 **More than one class-here note**

 In 560-590 Biology, the Latin or Greek taxonomic names are given in a class-here note before the class-here note with the English language equivalents and other common names. The order of the English language equivalents and other common names does not depend upon the order of the Latin or Greek taxonomic names.

596 \*Chordata

Class here Craniata, Tetrapoda, Vertebrata

Class here amniotes, land vertebrates, vertebrates

*For cold-blooded vertebrates, see 597; for Aves, see 598; for Mammalia, see 599*