**METADATA SUBCOMMITTEE**

**MINUTES OF MARCH 9, 2011 MEETING**

**Attending:** Saiyed Ahmad (FAMU), Daniel Cromwell (FCLA), Catherine Gardiner (FGCU), Tamara Weatherholt (FSU), Yue Li (FSU), Annie Glerum (FSU, TSPC liaison to OPAC Subcommittee), Susan Massey (UNF), Brian Falato (USF, Chair), Colleen Valente (UWF)

Minutes from the February meeting were approved. The chair asked if members would take turns in being responsible for taking minutes at future meetings. The chair added that he will put minutes from 2010 on the Metadata Subcommittee space on the TSPC swiki.

The chair briefly mentioned the consolidated action plan he distributed via e-mail with the agenda. TSPC chair Betsy Simpson drew up a plan that incorporated all of the subcommittee action plans with the main TSPC plan so that one consolidated document could be delivered to CSUL.

A proposal on the use of additional subfields in MARC field 502 was discussed. This was first brought up at the December 2010 meeting. Kim Montgomery expressed the subcommittee’s thoughts on this as part of the December minutes. The subcommittee proposes to TSPC that formatted entry of thesis/dissertation information in the 502, using additional subheadings, be made optional for state university libraries. No library would be required to use the formatted style for the 502 field.

Another item that was originally discussed at the December meeting was the use and display of foreign-language subject headings. At that time, Kim had drawn up a document that said foreign-language subject headings should be retained in copy cataloging records and that libraries should be able to add foreign-language subjects to records if they so chose, but that no library would be required to do so. The document also discussed display of foreign-language subject headings in the OPAC. These headings sometimes appear first in a display, before Library of Congress Subject Headings or MeSH. At the December meeting, a proposal was made that the Metadata Subcommittee should recommend that foreign-language subject headings be displayed after LCSH and MeSH. FCLA would adjust the display so that any heading with a second indicator other than 0 or 1 would be labeled “subjects, other” and would come after all headings labeled “subjects, general” and “subjects, medical.”

At the March 2011 meeting, there was some discussion as to whether the subcommittee should be making a recommendation on display. Susan Massey retrieved notes from the OPAC Subcommittee meeting of October 2010 in which it agreed that foreign-language subject headings should be retained, but could not agree on whether they should be displayed after LCSH and MeSH. Susan speculated that display order in the full bibliographic record was not as important for some reference librarians because they were more focused on the use of the facets displayed. Colleen Valente was in favor of labeling children’s subject headings as such rather than lumping them in with “subjects, other.”

Annie Glerum, the TSPC liaison to the OPAC Subcommittee, agreed to bring up the issue at the OPAC Subcommittee meeting on Thursday, March 10. She would then discuss any opinions she received at the TSPC meeting later the same day. Since there was concern with whether the Metadata Subcommittee should be making recommendations about OPAC display and potentially encroaching on another subcommittee’s area of focus, it was decided that the chair would deliver to TSPC a proposal listing only the first points in the original document created by Kim Montgomery: foreign-language headings should be retained, libraries had the option of adding them, and coding for the thesaurus used should be included. The two proposals to be delivered to TSPC were drawn up by the chair and sent out with the March minutes.

There was not time to discuss a final item on the agenda, regarding the use of 006/007 fields for accompanying material, so that will be deferred to the April meeting, to be held April 13 at 2 pm (1pm Central time) via Elluminate.

The March meeting was adjourned at 3:15 pm.

Minutes submitted by Brian Falato