Metadata Subcommittee Meeting

Minutes

July 13, 2011

Participants:

Brian Falato (USF) Chair

Tamara Weatherholt (FSU) Minute Taker

Mary Ann O’Daniel (FCLA)

Saiyed Ahmad (FAMU)

Kim Montgomery (UCF)

Susan Massey (UNF)

Minutes for June were approved.

RDA update and future course of action:

The group agreed to wait on taking a direct action regarding RDA for the time being, and instead monitor the activities of LC over the coming months before making local decisions. Meanwhile we will talk to Annie about seeing if statewide RDA copy cataloging training is possible.

Use of 856 field when link is not to full-text:

856 fields that are coded for full-text but link to other versions of a resource (table of contents, abstract, etc.) can be misleading and it would be ideal if they were coded differently. The group discussed ways to identify all the records that have an 856 field for resources that aren’t full-text and the possibility of doing a global change as suggested by Kim. Group agreed to submit a proposal to TSPC regarding this issue that would include a policy as well as best practices on how to do batch changes to those records. Kim agreed to write up a draft policy statement for the group to discuss over the listserv.

Use of “electronic books” as genre heading:

The heading “electronic books” is used too much and it is difficult to search for true electronic books in the catalog. Kim volunteered to write up a proposal to be discussed over the listserv and presented at August TSPC meeting.

Other business:

-Susan brought forth a cataloging workflow proposal from the Authorities Subcommittee. The proposal suggests that before uploading records from OCLC Connexion to Aleph, catalogers should use the “control headings” function in Connexion to auto correct controllable headings. The Authorities Subcommittee proposed that this guideline be added to the “General Guidelines” section of the proposed statewide cataloging guidelines, and the Metadata Subcommittee agreed. The proposal will be submitted to TSPC for approval.

Next meeting: August 10 @ 2pm EST