**Metadata Subcommittee**

**May 11, 2011**

**Minutes**

**Present:**

FAMU Saiyed Ahmad

FCLA Mary Ann O’Daniel

FGCU Catherine Gardiner

FSU Annie Glerum

Yue Li

Tamara Weatherholt UCF Kimberly Montgomery

UNF Susan Massey

USF Brian Falato, *Chair*

UWF Colleen Valente

**Approval of minutes**

Catherine suggested that Daniel Cromwell should have a chance to review the April minutes before they are approved. Each member should review the minutes and post our comments and/or approval on the listserv.

**Minute takers for future meetings**

Minutes for upcoming meetings will be taken by the members of the group in alphabetical rotation. FGCU and UCF have already taken minutes this year.

June 8 FAMU

July 13 FAU

August 10 FIU

September 14 FSU

October 12 UNF

November 9 USF

December 14 UWF

**006/007 coding in records with accompanying materials**

The Subcommittee discussed the issues involved when one library codes a record for accompanying materials that are in a format different from the main work. In the merged catalog, this may cause an icon for the accompanying material to show in all libraries’ displays even when some of them do not have that extra material. This may be part of the bigger issue of how Mango identifies different formats from the coding in records. In seeking solutions, we should keep national standards in mind. RDA’s 3XX fields might help, but on the other hand, we will still have older records lacking those fields. Susan suggested that we need to deal with the accompanying materials issue separately from other issues such as how links on print records trigger e-resource icons . Her original document discussing the issue suggested using separate records for accompanying material when the publisher issued it separately from the base work.

Various options for alerting the patron to the existence of the accompanying (and separately cataloged) material were discussed: 7XX linking fields, notes in the bibliographic record, 852 $z notes in the holdings record, Aleph LKR fields. It was noted that most people may not go to the full record to see notes there. What information shows up in the Mango brief display? Mary Ann suggested that we play with coding in the $z of the item record to find out what happens. Also, it would be helpful to gather examples of incorrect icons displaying in Mango.

Brian will draft some text for a guideline to use separate records for accompanying materials in different formats when they are issued separately from the main work.

**Issues for future meetings**

Susan suggested that we might next address the 856 and how it affects icon display. It was noted that tables of contents and other informational links often have labels that Mango filters on to exclude e-resource icon display. Also, some things can be fixed by global change, but incoming records continue to bring in new problems. New labels may need to be added to Mango’s filter. In the merged catalog environment, it is important to come up with written guidelines to standardize how the SULs deal with these problem areas. This will help newer employees who don’t have the institutional memory of solutions and agreed upon practice.

**Action items**

* Brian will draft a guideline for handling separately issued accompanying materials.
* Subcommittee members should experiment with using $z in holdings records.
* Mary Ann will send an email with information on FCLA documentation about how Mango identifies formats for icons. Each member should review this information before the next meeting.
* Subcommittee members should gather examples of incorrect icon display.

**Recorder:** Kimberly Montgomery (UCF)

**Next recorder:** Saiyed Ahmad (FAMU)