**Metadata Subcommittee**

Minutes

June 9, 2010

CORRECTED

**Present on call:** Saiyed Ahmad, Daniel Cromwell, Janice Donahue, Brian Falato, Catherine Gardiner, Yue Li, Susan Massey, Kimberly Montgomery, Mary Ann O’Daniel.

Daniel had sent a question to the listserv asking about the intention of the CAGER Guidelines Revision Group to limit the scope of its document to Part 1 of the old CAGER Guidelines, which deals with digital projects. Digital here refers to the works digitized by us or our partners, not purchased products. It turns out that while an outline for the old guidelines goes beyond the digital projects described in Part 1, in fact, no work was ever completed on other parts. CAGER was asked to address electronic journals at about the same time that CONSER released its guidelines for the same. At that time, the group recommended adherence to the national guidelines.

The group next discussed priorities for work. Attention to RDA is the most urgent. The open access period for the RDA Toolkit should start within the next week or so and extend to August 31st. Over the summer we will take advantage of this open access to the Toolkit to review RDA for implications for its use and display. Eventually, we will create a document of recommendations regarding RDA. However, much will depend upon what we find in our review as well as the outcomes of the U.S. National Libraries RDA Test.

It was noted that we can work on more than one thing concurrently. We need to look at Mango display and use of data. This includes looking at Aleph’s tab config tables that affect formats; this will affect not only Aleph, but Mango. Recommendations on display and indexing in Mango should be done in communication with the OPAC Subcommittee. Mary Ann will send information on the tables to the listserv.

When CAGER Guidelines Revision Group produces its document we will review it and provide feedback. In response to a query from that group as to whether we wished to receive details of the guidelines, we decided that we would prefer an email with attachments to notify us, but that the documents themselves need a permanent home on the CAGER Revisions wiki.

There is a space on the TSPC wiki for the Metadata Subcommittee’s work. Daniel will send out the URL via the listserv.

Yue had requested that we use Elluminate for our future calls and the group agreed. Kim will get it set up for the next call conference call.

**Recorder:** Kimberly Montgomery

**Next call:** July 14, 2010 at 2:00 p.m. Eastern Standard Time