**DRAFT**

**Metadata Subcommittee**

**October 13, 2010**

Present on Elluminate session:

 **FAMU** Saiyed Ahmad

 **FCLA** Daniel Cromwell

 **FCGC** Catherine Gardiner

 **UCF** Kimberly Montgomery, Chair

 **UNF** Susan Massey

 **USF** Brian Falato

We need to select a new Vice-Chair for the Metadata Subcommittee. The person selected will serve as Vice-Chair for 2011, then become Chair in 2012. Hopefully, someone will volunteer and be officially selected during the November session.

A document was completed recently by the Statewide MARC Standards Advisory Group, however, despite the name, the document followed the group’s charge and does not actually create a new standard. Instead it offers guidance in how to get along together cataloging in the single bibliographic record environment. The Technical Services Planning Committee (TSPC) discussed the need for a field by field document. The TSPC is going to ask the Metadata Subcommittee to take on this project. Kim asked that TSPC give us a written description of exactly what is needed.

Daniel mentioned that the number of fields in MARC is enormous. It would be difficult to tackle them all. There are standards out there already. Susan noted that she had been in on some of the discussions before the question was presented to TSPC. It is not necessary to deal with all fields. In the Mango environment where data from all of the State University Libraries’ records is merged, decisions made by one library affect the displays of the other libraries. The fields involved in such cases are what we would need to address.

We discussed the Metadata & Access Guidelines draft document. The document is still a work in progress. Since Brian and Daniel are also members of that group, they will forward comments to the CAGER Revisions Working Group.