

# Minutes of CCS Catalog and Metadata Management Technical Group

Zoom meeting

Wednesday, May 19, 2021 9:30 A.M.

## Call to order

Chair King called the meeting to order at 9:31 A.M.

## Approval of previous minutes

The minutes of the February 10, 2021 meeting were approved as written.

## Election of 2020-21 officers

The election of the uncontested seats for Vice-Chair/Chair-Elect (Lauren Bochat, Park Ridge) and Secretary (Becky Halcli, Glencoe) were approved unanimously. Chair King thanked them for volunteering.

## Scrap report:

**Rachel** presented motions passed by Scrap group and explained the background and research results of voting items and recommendation items that were listed on today's business for discussion and action.

Recordings: [CCS SCRAP Advisory Group - April 14, 2021 - YouTube](#)

## Business

### I. Discussion:

- a. CCS Executive Committee approved replacing "Illegal alien" related subject headings.

Meeting recording: [Executive Committee - March 10 - YouTube](#)

- b. The group requested changing the CAMM meeting date for 2021-22 to the 4<sup>th</sup> Wednesday of the month. Rachel would look into the CCS meeting schedule.

### II. ACTION item:

- a. Allow subject headings from "Homosaurus" in the CCS database.

L. Rubio motioned and M. London seconded:

The motion passed by roll call vote.

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Ela, Evanston, Fox River Valley, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Lake Forest, Lake Villa, Lincolnwood, McHenry, Nilis-Maine, Northbrook, Palatine, Park Ridge, Round Lake, Wilmette, Winnetka

Nays: none

Abstention: none

Not Present: Fremont, Morton Grove, Prospect Heights, Zion-Benton

Rachel mentioned that we could begin to use the terms. She will draft a Wiki page with guidelines for using cataloger's judgement to decide on adding a term. SCRAP will discuss the page at the next meeting in July.

b. Allow Spanish Subject Headings from [\*Autoridades de la Biblioteca Nacional de España\*](#).

K. Milfajt motioned and P. McMahon seconded:

The motion passed unanimously.

Rachel will update the [Wiki page](#) with the source code. These headings are also available at <https://lcsb-es.org/index.html>

c. Approve recommendation to eliminate the requirement to add a 945 field to records.

J. King motioned and T. Skwierczynski seconded:

The motion passed unanimously.

Rachel will update the [Bibliographic Input Standards](#) page to say that 945 is not required, but won't remove it yet. Governing Board is supposed to approve these standards. Since SCRAP will be reviewing the standards during the next fiscal year, they will bring a list of items to Governing Board all at one time.

III. **Rachel** demonstrated the procedures for serial title changes and how to print labels from a record set.

Her presentation slides: <http://www.ccslib.org/documents/resources/camm-technical-group/1690-camm-meeting-may-19-presentation-from-rachel-fischer/file>

## Reports of CCS Staff

**Rachel** presented an update on her deduplication efforts. There were now less than 3000 print book records left to duplicate that match by the OCLC number. She also presented an update of "Simply Reports eLearning Course." She will be presenting on Simply Reports for Catalogers at WILIUG Spring 2021 Conference. She gave a preview of the next fiscal year's plan.

**Debra** gave an overview of Vega Partner Program and project planning.

Her presentation slides: <http://www.ccslib.org/documents/resources/camm-technical-group/1691-camm-meeting-may-19-presentation-from-debra-wischmeyer/file>

**Virginia** reported that some new subject headings and genre headings were added and she was working on some retrospective work. She also reminded the group that subject heading of “Extraterrestrial beings” should be used for material on Outer Space and the beings that live there. Do NOT use the term “Aliens,” and do not use the subdivision of “biography” for any personal subject heading, except those that have an explicit subject heading for the person in the national authority file. She also mentioned that heading like: Schwab, Victoria. \$t City of ghost. \$s Spoken word (Buhr) were not series but considered as expressions.

Her note: <http://www.ccslib.org/documents/resources/camm-technical-group/1692-camm-meeting-may-19-presentation-from-virginia-seward/file>

## Announcements

Debra announced that Rebecca Malinowski was on maternity leave and Debra would be the Acting Executive Director during this period of time.

Shao-Chen (Lincolnwood) announced the reorganization of Access Services which was renamed to Patron Services and the new supervisor was Ruchi Sharma started in March, 2021.

## Adjournment

The meeting was adjourned at 11:00 A.M.

## Addenda

May 19, 2021 CAMM meeting is now on YouTube: [https://youtu.be/MPI0OuzL\\_kM](https://youtu.be/MPI0OuzL_kM)

Next meeting: August 25, 2021, Zoom meeting

## Attendance

<b>Libraries</b>	<b>Attendees</b>
Algonquin	Gary Christopherson
Cary	Brad Peterson, Linda Conn
CCS	Rachel Fischer, Virginia Seward, Debra Wischmeyer
Crystal Lake	Kit Moore
Des Plaines	John Lavalie, Lynne Rubio
Ela	Brian Christensen, Tanvee Mahadik
Evanston	Marlene Meyer
Fox River Valley	Karin Nelson
Glencoe	Becky Halcli
Glenview	Iga Lassota, Michael Gail
Grayslake	Danette Zingsheim, Kelly Webster, Tammy Skwierczynski
Highland Park	Kris Harrison, Michelle London
Huntley	Calah Goehing
Indian Trails	john galdun, Richard Stewart, Sandy DeSio
Lake Forest	Amy Begoun, Lynn Krambeeer
Lake Villa	Anita Santoro, Vicki Roberts
Lincolnwood	Shao Chen Lin
McHenry	Kathy Milfajt
Niles-Maine	Jamie King, Victoria Pichla Luz
Northbrook	Barb Mayer, Judy Haynes, Lori Schlernitzauer, Sara Scodius, Sarah Kaminski
Palatine	Adriene Galindo, Kristi Napolitano
Park Ridge	Gretchen Kottkamp, Lauren Bochat
Prospect Heights	Jan May
Round Lake	Penny McMahon, Sara Grimm
Wilmette	Jessica Thomson
Winnetka-Northfield	Stephanie Girardi

