CCS Catalog and Metadata Technical Group
Wednesday, November 15, 2023
9:30 am
Packet

The location of the meeting will be in the Auditorium in the CCS Office Building. Please enter the building at 200 Tri-State International Drive, Lincolnshire, IL, and turn right to find the door to the room.

Minutes from the last meeting

CCS Staff Reports

Rachel Fischer
Polaris 7.5 Upgrade – CCS will be upgrading the training server to 7.5 in the morning of November 17th. Training will be down during that time. A fresh copy of production will be made prior to 7 AM. Production will be down for about 15 minutes during that time. This upgrade does not include any new features for the main technical services tasks. However, you may be interested in learning about the new weeding workflow and the capabilities for declaring items damaged. We will update you when we decide to upgrade the production server. More information is available in the What's New in Polaris and Leap document. Improvements to Leap's cataloging interface and the ability to do adhoc bulk changes form the item records or results list should be coming with the 7.6 upgrade.

Deduplication – Thank you to all the volunteers who have spent time deduplicating the records. So far, our volunteers and CCS staff have been assigned 7421 bib records to review and merge. However, we still have a long way to go. I have premade the record sets to assign to anyone who has time to volunteer. The record sets' sizes range from 26 – 250 records. So, if you think you have just a little time to volunteer and can take one record set, please contact me. The work doesn't need to be finished quickly.

Virginia Seward

There are no real important LC subject heading changes to report on. The myriad of fictitious characters heading changes has stopped -- only some cleanup remains.

Reminders:

- Don't forget to use the 2nd indicator of 7 for all genre headings (655 _7), including the local ones like "Young adult fiction".
- The subject (or genre) heading of "Talking books" really has a very specific meaning. The scope note says: "Here are entered works on spoken texts recorded specifically for use by the blind or people with visual disabilities." So please do not use them for VOX Books or Wonderbooks.

Fictitious character authority records:

- In many cases, you will find more than one fictitious character authority record in our local authority file.
- In most cases, there is a national level one, like "Poirot, Hercule‡c(Fictitious character)"
- And also a local with a subdivision, like "Poirot, Hercule‡c(Fictitious character)‡vFiction." (some will also have a local for "Drama", "Comic books, strips, etc.", or "Juvenile fiction")
- These local authority records are there so that the heading can be authorized correctly.
- When the full bibliographic record is displayed in Leap, because the heading is authorized, it will appear in the "Headings" tab.
- The fictitious character authority record will also show you either to use a 650 or 600 heading.
- When a heading is changed from a 650 heading to a 600, these local authority records also assist the Data Services Librarian in doing those changes automatically, and not manually record by record.

Next batch of bibliographic records going to Marcive for authorities processing:

- This will occur sometime in December. The date is still to be determined.

SCRAP Report

[Video of the Meeting](#)
[Meeting minutes](#)

The SCRAP Advisory Group held a meeting on October 18, 2023. SCRAP members voiced their opinions on the local and national practices about needing a new record for height. OCLC's use of the phrase "may justify a new record" means that it is at the catalogers' discretion to decide whether a new record is necessary. The attendees discussed how the change could affect patrons looking for specific font size or format and if it would be harder for staff to identify the version that patrons request. The SCRAP members initially voted on a motion to recommend combining records if the only difference was the height. They had mixed feelings about it and decided to pass the motion if catalogers could make the decision at their own discretion.

> A. Galindo (PAK) moved and N. Mastny (PHK) seconded:
>
> Recommend to CAMM that catalogers can use their discretion to decide to combine the records if the only difference is the height.
>
> The motion passed unanimously.

POTENTIAL MOTION FOR CAMM: Catalogers can use their discretion to decide to combine the records if the only difference is the height.

If CAMM passes this motion the Cataloger's Wiki page on [when to use a new record](#) will be updated.

Summary of Emails on the topic from the CATS listserv:

- The 2 cm guideline for a major difference requiring a separate record comes from section A5c in [Differences Between Changes Within : guidelines on when to create a](#)

new record. You can download a PDF of the document here: Differences between Changes within: Guidelines on When to Create a New Record (ala.org)
A5c. Dimensions. The following differences in dimensions not attributable to different measurement techniques, different foldings, local binding or trimming, or local packaging are MAJOR.

- Books, pamphlets, and printed sheets: any significant difference (more than 2 cm.). For example:
- 23 cm. vs. 25 cm. is MINOR
- 28 cm. vs. 34 cm. is MAJOR

- OCLC guidelines: 300$c "a difference of more than 2 cm that is not a result of local binding or trimming may justify a new record."
- Rule may be because the difference between the mass-market paperback and a trade paperback is usually around 3 cm.

Reminders
490/8XX fields – Local practices summary
OCLC settings for diacritics – OCLC Connexion Export Settings
008 Tag/ Audience Field – Target Audience

Rose, Bud, Thorns, and Questions Activity

Please bring your Rose, Buds, Thorns, and Questions worksheet to the meeting to guide your discussions. CCS Staff would also appreciate it if you could submit your feedback via the online form before the meeting. This will also give you another entry in our raffle for Target gift cards and CCS mugs.

During the meeting, you will receive a name tag that will have your group number on it for the discussion. At the time of the activity, we will ask you to sit with the others in your group. During the activity we will follow these procedures:

Self-Reflection (5 minutes)

- Participants review what they wrote while completing their individual Rose, Buds, Thorns, and Questions worksheet.

Group Discussion (20-25 minutes)

- Participants report to their assigned group.
- Groups elect a notetaker to record feedback on the group Roses, Buds, Thorns, and Questions worksheet.
- Groups elect a spokesperson to report this feedback at the end of the group discussion.
- Group members discuss their Roses, Buds, Thorns, and Questions. Feedback is split into the relevant quadrant. Repeated feedback gets a "+" written next to it each time it is repeated.
- The group discussion may be extended by five minutes if needed.

Debrief (20 minutes)

- Each spokesperson gets two to three minutes to summarize group feedback.

- Debra and Rachel will record the feedback placing a "+" next to things that are shared multiple times.

Next Meeting: February 21, 2024 via Zoom