Packet
CCS Catalog and Metadata Technical Group
Zoom
Wednesday, February 21, 2024
9:30 AM

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1. Call to order – 9:30
2. Minutes from the November 15ᵗʰ meeting for approval.
3. **Staff reports (5 min.)**

    Rachel's staff report:
    - **Following up on Leap Month** – I would like to thank everyone for participating in the Leap Month activities. You provided us with a lot of very useful information. I'm currently working on finalizing the revisions to my final report. This will be sent to Innovative when it has been completed. It will also be added to a webpage on the CCS website that will include information on some of the pending features that Innovative is developing as well as documentation related to some of the existing functions that were mentioned in your feedback. I will update you when the webpage has been finished.
    - **Polaris Upgrade 7.5** - On Monday, February 26 at 10:00 pm, Innovative will upgrade our production database from Polaris 7.4 to Polaris 7.5. The upgrade should take approximately 2-3 hours to complete. CCS staff will work to replace custom PAC text that may be impacted by the upgrade. We anticipate that all custom PAC language and elements will be reinstated prior to 12 pm on Tuesday, February 27. This upgrade includes a new damaged workflow and a new weeding workflow. Demonstrations will be presented during this CAMM meeting. Learn more about the new features released in Polaris 7.5 in the What's New document.
    - **Deduplication** – I'd like to thank all our volunteers that helped us to deduplicate Warren-Newport's records. CCS created a new workflow that allowed us to deduplicate more efficiently. This included identifying records that Bob could automatically merge instead of deduplicating them manually. Almost all the deduplication has been finished. Most of what's left are the records that require Warren-Newport to review themselves. So, deduplication will be completed before Mount Prospect and Waukegan's records are loaded into the catalog.
    - **Preview of Training for Q2 2024** – CCS will be working on two major projects, training staff on Find More Illinois, and training Mount Prospect and Waukegan staff on Polaris and preparing for the migration. The Polaris upgrades for 7.6 and 7.7 will add new

technical services functions in Q2 and Q4. So, I'll need to take time to revise the online courses before scheduling additional training on them. I am planning a virtual session on searching in Leap for cataloging and serials staff in June 2024. If you would like to schedule training sessions for your library on any topic, please contact me. I'm happy to provide training at your library.

- **RDA Toolkit Webinars** – PCC will be launching a series of webinars on the new RDA Toolkit. You can register for the webinars at: https://www.loc.gov/catworkshop/rda/PCC-Introductory-RDA-Training-Webinars/index.html. However, space is limited. So, they will be recording the webinars and posting the videos on the registration page or on this page with the slides: https://www.loc.gov/catworkshop/rda/index.html. As a reminder, we will not be switching to the new RDA Toolkit until the end of the 3 year rolling implementation period in 2027.

Virginia's staff report:

- **Large type books vs. Large print books**: Currently CCS is using 2 different genre headings for basically the same thing. "Large type books" is a local genre heading, we've been using for a long time. But there is also a LCGFT heading that is phrased differently, but is the same thing, "Large print books". I am planning to merge these two genre headings in the next month or so, to "Large print books". The Genre/Form Headings Wiki page has been updated.
- **Homosaurus new release:** Homosaurus added a new release (Homosaurus v.3.5) in Jan. 2024 (https://homosaurus.org/releases/show/3). There are quite a few new terms added, but there were only a few terms in our catalog that were updated.They include:
  - Both "BDSM" and "Fetishism" have been changed to "Kinks and fetishes".
  - "SM" has been changed to "Sadomasochism."
- **Important subdivision change**: The subdivision "$v Computer games" has been changed to "$v Video games." All the bibliographic records in the CCS database have been changed.
- **Important LC subject heading changes:** The subject headings of: "Mormon Church" has been changed to "Latter Day Saint churches." Headings previously that began with "Mormon" like "Mormon women", now begin with "Latter Day Saint" or in my example, "Latter Day Saint women". Also, headings like "Airplanes, Racing" and "Airplane, Home-built" now have been reversed. The headings now are "Racing airplanes" and "Home-built airplanes have been updated.
- I will be sending another group of bibliographic records to Marcive for authorities processing sometime in March or April.

4. **SCRAP Report (Rachel - 5-10 min.)**
- Jan. 17th Meeting Recording
- Jan. 17th Minutes
- Ross Shanley-Roberts' presentation slides

5. **ACTION: Vote on a motion to allow Polish subject headings (dbn) in the CCS database**

POSSIBLE ACTION: Motion for CCS to allow the usage of the National Library of Poland's subject headings (source code: dbn) in the database. CCS libraries will not be required to use it.

Facts:
- Number of Polish titles in the CCS catalog: 17563
- Number of Polish item records in the CCS catalog: 25734
- Number of unique Polish titles that will be added from Mount Prospect's catalog: 2552
- Average lifetime circulation of Polish items: 23 checkouts per item (NOTE: This is a higher average number of checkouts per item than the topics covered in the Diversity Audit Tool.)
- Polish National Library's authority file website: https://www.bn.org.pl/dla-bibliotekarzy/deskryptory-bn
- If the motion passes, the RAILS World Cataloging Service profile will be updated to include Polish subject headings. CCS is considering our options for retrospective cataloging project.

Suggested workflow:
1. Use OCLC Connexion for cataloging these titles so the diacritics can be exported using the UTF-8 settings.
2. Search for the Polish language record in OCLC Connexion.
3. Copy the Polish subject headings in the 650 and 651 fields with $2 dbn and paste them in the English language record. NOTE: If there are no headings with a $2 dbn, you may find Polish language headings with other source codes in the $2. You can verify if the headings are the same as the ones used by the Polish National Library at https://www.bn.org.pl/dla-bibliotekarzy/deskryptory-bn .
4. Run the local practices macro.
5. Export the record.
6. Import the record to the CCS catalog.

4. **Reminders (Rachel – 5 min.)**
   a. Review damaged item procedures
   b. Quality of Vox records
   c. Review local practice for the title of videogames
   d. Call number analytics for seasons
5. Preparing for FMI (Debra/Rachel - 10 min.)
   a. Review what can be sent via ILL
   b. Bulk changing the loanable outside system setting
6. Demos
   a. Preview of weeding workflow (Rachel – 10 min.)
      Register for Leap Tools for Weeding – March 26 at 1:00 PM
   b. New declare damaged workflow (Mieko – 10 min.)

May 15ᵗʰ In person at the CCS Office Building (in the Auditorium)

All matters on the agenda may be discussed, amended and acted upon