

**PACKET**  
**CCS Catalog and Metadata Management Technical Group**  
**Zoom**  
**August 21, 2024**  
**9:30 am**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/85309953990?pwd=TTJwQ3VnbG1pNHFtUzA4Y01UM25Edz09>

**Meeting ID:** 853 0995 3990

**Passcode:** 952335

**Dial by your location:** +1 312 626 6799 US (Chicago)

[Minutes from May 15, 2024](#)

**CCS Staff Reports**

Rachel Fischer

*Polaris 7.6 Update:* Production was upgraded to version 7.6 on August 5<sup>th</sup>. This update included a lot of changes to Leap for technical services including but not limited to an updated MARC editor, ad hoc bulk change, claiming functionality, and printing for route lists. We have received a report that circulation staff could edit the MARC records in Leap. Even though they can make changes to them, Leap does not allow circulation staff to save the MARC records. You can access the recordings of recent webinars at:

- [Searching in Leap for Technical Services](#)
- [Cataloging in Leap \(v. 7.6\)](#)

Serials in Leap v. 7.6 will be held in September. This training session will review set up tasks and daily tasks in the serials workflow from checking in new issues to withdrawing issues including new Leap functions:

- Creating item templates.
- Claims functions.
- Printing route lists.

In-Person: Friday, September 6 at 9:30 AM. This is limited to 8 people. [Please register on L2.](#)

Online: Monday, September 9 at 10 AM. Register [here](#) for the Zoom webinar.

*Migration Update:* In order to load Mount Prospect's and Waukegan's records to the catalog CCS libraries will be offline from September 28<sup>th</sup> through September 30<sup>th</sup>. You can read more about the Go Live schedule on the [CCS webpage](#).

*Polaris 7.7 Update:* Polaris v. 7.7 is scheduled to be available Q4 2024. So, training will be scheduled for the upgrade sometime in the Fall. You can read more about the new features that will be coming on the [Product Road Map](#). Some of these include a duplicate check button and a split screen function.

Virginia Seward

*Genre/Subject heading news:* Library of Congress is updating lots of authority records for schools (like “Private schools”) and type of automobiles and trucks (see “Toyota vans”). There are no heading changes there, just see references. But there are some subject heading changes in the works. These are in the process of being worked on in the CCS database. They include:

- “Attention-deficit disorder” changed to “Attention-deficit hyperactivity disorder”
- “Transparency in government” changed to “Transparency (Ethics) in government”
- “Cerebral palsied children” changed to “Children with cerebral palsy”

*NACO news:* A big round of applause for Michelle London from Highland Park, who has achieved independent status for contributing NACO records. I’m still reviewing Karina Andrus from Evanston’s NACO contributions.

*Marcive:* Earlier this month, I sent over 15000 bibliographic records to Marcive for authorities processing, and they returned over 10000 bibliographic records that they had updated. There were also 7100 new authority records. The records were sent to Marcive about an hour later than usual because of difficulty downloading the records using Simply Reports Express. There were so many bibliographic record sets, that it was difficult for the system to display all of them. I finally figured out a way to bring up my record sets (changed its name to start with “aa”). Marcive does return the changed records usually about 2 hours after I send them (knock on wood for the next load!). But loading over 10,000 records takes time because of system limitations. Smaller size files work better than large ones. Smaller files cause less interruption, less files pending in the export queue, and less system slowness. I apologize for the time it takes to load these files. Maybe send files more often? Smaller files will load faster. I also apologize for not giving you more notice, but I’ve been having some health challenges this summer. In future, I will try and give you at least 2 weeks’ notice.

**SCRAP Report:** The first meeting was rescheduled for August 28<sup>th</sup> at 1:00 PM. Anyone who is not a member of SCRAP is welcome to attend. All other future meetings will also happen at 1:00 PM this year.

## Reminders

[Effective communication protocols](#)

[Communication with other libraries](#)

**Next Meeting in Person  
November 20, 2024 at 9:30 AM  
200 Tri-State International Dr.  
Auditorium  
Lincolnshire, IL 60069**