

Agenda
CCS Catalog and Metadata Management Technical Group
CCS Auditorium
November 20, 2024
9:30 am

- 1. Call to order**
- 2. Approval of minutes from last meeting** [2 min]
- 3. Additions to the agenda** [2 min]
- 4. CCS staff reports**
 - a. Rachel [5 min]
 - b. Virginia [5 min]
- 5. SCRAP Report**
Rachel [5 min]
- 6. Actions required to vote for new local genre and subject headings** [15-20 min]
Rachel
 - a. Potential motion: Allow the following new local genre headings in the CCS catalog:
 - i. Materials for new literates
 - ii. Materials for adults with memory challenges
 - b. Potential motion: Allow the Spanish subject heading for Día de los Muertos and other holidays celebrated in Latin America in records for English language titles.
- 7. Reminders** [5 min]
Rachel
 - a. Indicators for 521 fields
 - b. Correct 300 fields
 - c. Delete 024_3 that looks like ISBN
 - d. Juvenile drama heading for fiction films
 - e. Volumes in item records need to match
 - f. Delete duplicate fields
- 8. Demonstrations**
 - a. Tips for printing labels in Leap
Rachel [5 min]
 - b. Finding and editing item templates in Leap
Rachel [5 min]
 - c. Tips for decreasing the backlog
Rachel [5 min]
 - d. Macros in the Client
Rachel [5-10 min]

9. Discussions

- a. How do you use L2?

Rachel

[10 min]

- i. What do you find challenging or frustrating?
- ii. What could make that experience better?
- iii. Is there anything L2 currently doesn't have or do that you would like to see? (Or, if you could waive a magic wand and change one thing about L2, what would you wish for?)
- iv. What kind of documentation or information would help your experience with L2?

10. Adjournment

**Next meeting via Zoom
February 19, 2025
10:00 am (new time)**

Join the Zoom Meeting:

<https://us02web.zoom.us/j/84896877833?pwd=c05CaEhMM2lYmpnM3h4eGVsUk91dz09>

Meeting ID: 848 9687 7833

Passcode: 364251

Call in number: 312-626-6799

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