

**Metadata Working Group
Minutes
June 5, 2006**

Present: K. Ananthan, I. Beard, S. Favaro, L. Sun, R. Marker, G. Smulewitz, S. Vellucci, M.B. Weber

1. Batch import

Feedback was provided regarding the batch import feature that was tested in preparation for release 2.1 of the WMS. The Hoboken project spreadsheet is available on the T drive for others to use for testing the batch import feature. July 10 is the scheduled production release for this feature. K. Ananthan wants the group to test this feature and we need to apply it to digital files. Training will take place at the SCC on June 14, 2:00 to 4:30.

2. LC Name Authority Service

The group discussed the LC Name Authority Service available via OCLC. Members indicated that had used it to successfully retrieve names, including unusual ones. R. Marker has contacted OCLC regarding this product and noted there is no Fedora implementation of it to date; it has been implemented at institutions that are using DSpace for their institutional repository software. She noted that it would be beneficial to have an external link from the WMS to check names. She will plan to visit the OCLC both at ALA, and a suggestion was made to see if this will be discussed at one of OCLC's product review sessions during the conference.

3. New LCSH Subject Headings in the WMS

L. Sun and R. Marker shared a list of terms for the Hoboken Public Library project. The term "black and white photographs" will be added to the vocabulary spreadsheet. This term will be added to the AAT list currently available in the WMS.

4. Proposed new term(s) in the WMS for provenanceEvent type: publication

The term "publication" will be available under "Provenance Event" until "Usage Event" is available. Names and subject terms will be provided in description and "role" will be used in associated entity. Subjects will be broad, and description will be more detailed.

5. WMS Refresher Training for State Library Staff

M.B. Weber reported that Deborah Mercer requested refresher training for the WMS. The group decided it would be a good idea to extend this training to other early project partners and Isaiah will coordinate the training with L. Langschieid. A suggestion was made to contact Scherelene Schatz, Chair, NJDH Outreach and Training Workgroup to set up the training.

6. Coordination with SCC Student Assistants

The group discussed the need for coordination between our metadata work and the contributions of SCC student assistants who create metadata as part of their assignments. R. Marker will serve as the Cataloging liaison to the SCC students, and will assist with training and mentoring them, and will serve as a contact person for their questions.