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# LSP Cataloging Work Group

— Friday, May 15, 2020 —

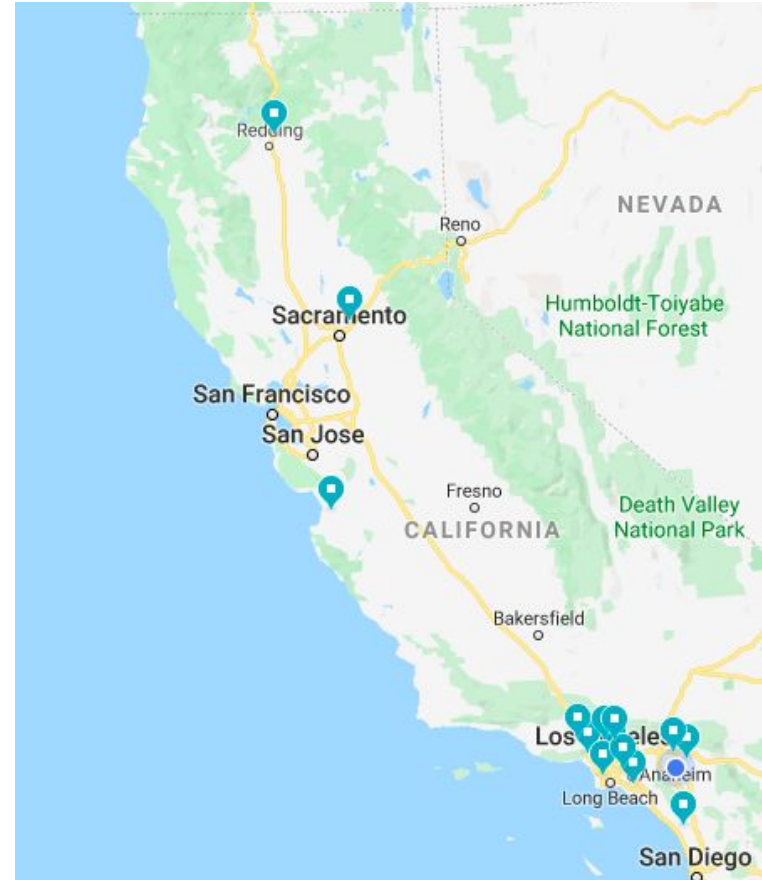
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*Presented by Cheryl Cruse, Glorian Sipman, and Mary Wahl*

# The Team!

- **Becka Cooling**, Glendale College
- **Cheryl Cruse**, Shasta College
- **Deborah Ondricka**, American River College
- **Glorian Sipman**, MiraCosta College
- **Joel Webb**, Moreno Valley College
- **Jonathon Lee**, Los Angeles Harbor College
- **Margaret Mayfield**, Hartnell College
- **Mary Wahl**, Pasadena City College
- **Michael Habata**, Los Angeles Pierce College
- **Monica Doman (Lead)**, Cypress College
- **Patricia Burson**, Santa Monica College
- **Patricia Kopp**, Orange Coast College
- **Shannon Hammock**, Riverside City College
- **Unjoo Lee (PD Liaison)**, East Los Angeles College
- **Jessica Herrera (Liaison from Systems Work Group)**, College of the Redwoods
- **Tim Ream (Liaison from Systems Work Group)**, Fullerton College



# What We've Been Up To

1. Phase One: July 2018- June 2020  
Development & Implementation Phase
2. Phase Two: July 2020+  
Revision & Refinement Phase
3. Reclamation Project Update
4. Work Group Membership
5. [CCC LSP Cataloging Wiki Page Development](#)



# Phase One: July 2018- June 2020

- Development & Implementation Phase:
  - Creation of the Cataloging Work Group
  - Establishment of the framework for the Cataloging wiki page
  - Research and consultation with other consortial networks
  - Development of documentation in consultation with Jessica Hartwigsen (NZ Manager)
  - Differentiation between policies, best practices, and recommendations based on what worked best for the CCC consortium:
    - Policies (required)
    - Best Practices (operational)
    - Recommendations (suggested, but not necessarily operational)

# Phase Two: July 2020+

- Revision and Refinement Phase:
  - Now that we are live and actively working in the new shared environment, the policies, best practices, and recommendations of the Cataloging Work Group will need to be refined when needed and reviewed annually.
  - As the ERM/Acquisitions Work Group finalize their policies and best practices, we will need to make adjustments when necessary so the policies continue to complement each other.
  - As libraries incorporate these policies and best practices into their work flows, we will receive input from the field. The Cataloging Work Group should take these suggestions into consideration in the revision and refinement phase of this project.

# Reclamation Project Update

- Participants:
  - 62 colleges have had their files accepted by OCLC
  - 16 colleges are still pending for tomorrow/Monday
  - 30 colleges declined to participate and 2 colleges were non-responsive
- Updates:
  - 16 colleges have been sent their reports, but the team opted to hold onto the remaining reports until directions for handling them were finalized. Those directions will be distributed along with the reports early next week (prior to Wednesday's webinar).
  - Lastly, we just received the subscription agreement from OCLC that will allow Jessica to perform the query collection in the NZ. We expect that to be up and running within 7-10 days.

# Reclamation Project: What's Next Webinar

- Be sure to attend Wednesday's webinar for the latest information on the Reclamation Project and details on what is coming next:

Wednesday, May 20th, 1:00 pm

Zoom: Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/93069717896>

# Work Group Membership

- The Cataloging Work Group is looking for new members to join for the next academic year.
- Call to Participate in 2020-2021 LSP Work Groups (due by 5/29):  
<https://forms.gle/6Am6KWKC1PzsAHuE9>
- If you would like to volunteer to help out your fellow catalogers, please let a member of the Work Group know. We are always looking for experts to help answer questions and provide input to the field at large.



# Cataloging Wiki Page Development

- Documents are constantly being updated (date, version number)

## Policies

Date	Policy	Version	Status
Mar 2020	<a href="#">Bibliographic Records in the Network Zone</a>	v3	APPROVED
May 2020	<a href="#">Bound-withs</a>	v2	IN PROCESS
Dec 2019	<a href="#">Cataloging at the WorldCat Level</a>	v2	APPROVED
Mar 2020	<a href="#">Deleting Network Zone Records Without Inventory from an IZ</a>	v2	APPROVED
Mar 2020	<a href="#">Overlaying Bibliographic Records in Alma NZ</a>	v2	APPROVED
Mar 2020	<a href="#">Primary Bibliographic Utility</a>	v2	APPROVED
Mar 2020	<a href="#">Retaining and Deleting MARC Fields in OCLC Records Policy</a>	v2	APPROVED

# Cataloging Wiki Page Development

- Minutes and recordings of the monthly meetings are posted here regularly:

March 26, 2020

- [Meeting Notes](#)
- [Recording Location](#)

April 22, 2020

- [Meeting Notes](#)
- [Recording Location](#)

May 27, 2020

- [Meeting Notes](#)
- [Recording Location](#)

# Cataloging Wiki Page Development: New Feature!

- We would like to start posting cataloging how-to guides, directions, work flows, helpful tips, etc...from our own CCC libraries!
- Please email us with your creations and we will post them in the wiki:

## Resources from CCC Libraries

Date	How-to Guides / Directions / Work Flows / Helpful Tips (CCC Library)
May 2020	Cataloging Processes (MiraCosta College Library)
May 2020	Cataloging Directions (Shasta College Library)
May 2020	Helpful Tips (Pasadena City College Library)

# CCC LSP Wiki & Cataloging Work Group Page

- LSP Cataloging Work Group Page:  
<https://cccnexjira.com/wiki/spaces/CLSPP/pages/800325670/Cataloging+Work+Group>
- Call to Participate in 2020-2021 LSP Work Groups (due by May 29th):  
<https://forms.gle/6Am6KWKC1PzsAHuE9>
- LSP-ALL listserv (and sub-listservs):  
*Upcoming changes happening to the lists... keep your eye out for info!*
- Questions? Email us:

Glorian Sipman: [gsipman@miracosta.edu](mailto:gsipman@miracosta.edu)

Cheryl Cruse: [ccruse@shastacollege.edu](mailto:ccruse@shastacollege.edu)

Mary Wahl: [mwahl@pasadena.edu](mailto:mwahl@pasadena.edu)

Monica Doman (Lead): [mdoman@cypresscollege.edu](mailto:mdoman@cypresscollege.edu)