Catalog Policy and Documentation Committee

Background

The implementation of Voyager in June 2002 presents Yale University Library with many opportunities and challenges for establishing and promulgating policies and procedures relating to the catalog. Coordination of policy development, documentation, and distribution is a critical factor in using Voyager and related cataloging tools most effectively.

Charge

The Catalog Policy and Documentation Committee (CPDC) will assist and advise the Chief Cataloging Librarian and the Catalog Librarian for Training and Documentation in all matters pertaining to the documentation of policies and procedures for cataloging at Yale University Library. The Committee reports to the Cataloging Coordinating Council.

Members will

- Recommend cataloging policies and procedures
- Coordinate documentation of policies and procedures
- Review existing cataloging policies and procedures
- Draft new cataloging policies and procedures
- Promote and monitor adherence to policies and procedures
- Develop training sessions for staff
- Keep current with national developments

Terms of appointment will be two years with options for renewal. Terms will generally start on July 1 and appointments will be staggered so that no more than half of the membership turns over each year. The membership should represent cataloging units throughout the library. Additionally, the Committee should consult as needed with units throughout the library.


Current Members

Dominique Bourassa [1], Original Cataloging Team (2013-)

Ruth Carruth [2], Beinecke Rare Book and Manuscript Library (2017-) (secretary, 2017-)

Jerry Anne Dickel [3], Specialty Cataloging Team (2008-) (webmaster, 2014-)

Danijela Matković [4], Beinecke Rare Book and Manuscript Library (2015-) (chair, 2016-)

Charles Riley [5], Original Cataloging Team (2009-)

Josephine Scalzo [6], Metadata Services and Catalog Management (2007-)

Yukari Sugiyama [7], Specialty Cataloging Team (2016-)

Jia Xu [8], Specialty Cataloging Team (2017-)

Mee??ting Time
The committee generally meets on the 3rd Thursday of the month, 2:00 to 3:30 pm at Winchester, B161.

**SharePoint?? Page**

Documentation from the CPDC wiki page has been moved to the [CPDC SharePoint site](https://web.library.yale.edu) [9].

**Previous members**

Steven Arakawa (chair, 2002-2014)
Paula Ball (2002-2003)
Alissa Beer (2008-2009)
Steven Bernstein (2002-2003)
Eva Bolkovac (2005-2007)
Ellen Cordes (2002-2012)
Todd Falkowski (2012)
Eric Friede (2002-2007)
Rowena Griem (2007-2010)
Larry Heiman (2003-2007)
Maria Hunenko (2002-2004)
Cecile Mandour (2004-2005)
Mieko Mazza (2010-2012)
Anne Rhodes (2008-2009)
Christine Pesch Richardson (2007-2013)
Lenore Rouse (2003-2005)
Martha Rudyk (2002-2004)
Britta Santamauro (2006-2007)
Rick Sarcia (2002-2007)
Michael Scott (2007-2008)

Eileen Smith (2003-2005)

Keiko Suzuki (2002-2008)

Christina Tabereaux (2003-2004)


Penny Welbourne (2002-2014)

Cindy Zwies (2004-2005)

Joan Swanekamp (ex officio, 2002-2014)

Source URL: https://web.library.yale.edu/cataloging/ccc/catalog-policy-and-documentation-committee

Links
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[3] mailto:geraldine.dickel@yale.edu
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[5] mailto:charles.ley@yale.edu
[6] mailto:josephine.scalzo@yale.edu
[7] mailto:yukari.su@yale.edu
[8] mailto:jia.xu@yale.edu
[9] https://collaborate.library.yale.edu/cpdc/default.aspx