

Inclusive Description Task Force

9/30/2024 11:30-12:30

<https://SDSU.zoom.us/j/83700015551>

Agenda/Discussion

➤ Announcements

- Still waiting to hear back from LC re: incarceration headings
- New LGBTQ+ toolkit published:
<https://deimetadataanetworking.wordpress.com/lgbtq-toolkit/>
- Best Practices for Queer Metadata published
<https://hdl.handle.net/2152/125877>

➤ Discussion

- Focus for the year?
 - Finish the Homosaurus → LGBTQ+ people mapping
 - Develop guidelines for applying Homosaurus terms; provide training for catalogers?
 - Should we highlight terms? Classification? Invite more people in?
- Should that be our primary focus this year or is there another area people would like to explore?
- Other headings to discuss?

Inclusive Description Task Force

5/31/2024 11am-12pm

<https://SDSU.zoom.us/j/89209616537>

Agenda/Discussion

- New member introductions
 - Kate Steffens
 - Kyle Tanaka
- Announcements
 - Update on Japanese incarceration headings for WWII
 - Allison emailed LC, LC is still discussing how they want proposals to be made on this topic (do they want legal definitions, etc.)
- [LAEP program](#)
 - [Draft of job description](#) (Julie, Anamika, Estella)
 - Everyone should add their comments/suggestions to document by June 8th
 - Include a link to our page
 - <https://calstate.atlassian.net/wiki/spaces/URM/pages/2557181953/Inclusive+Description+Task+Force>
 - add metadata to description to encourage applicants interested in dam
 - 10 hours/week
 - 3 units usually = 3 hours of classroom (lecture, discussion, lab) + expectation of 3-6 hours commitment outside of classroom
 - Internships require a minimum of 90 hours (for 2 units), 135 hours (for 3 units) and 180 hours (for 4 units) completed by the end of the semester.
 - Program on hold for summer, funds might not be available in the Fall
 - iSchool instead?
 - if outside of iSchool system students will not have to pay for units
 - can post an internship job description for Fall by mid June, follow their format
 - Who will supervise/provide guidance? doesn't have to be just one person
 - Julie willing to co-supervise with Anamika, need to know tasks for the student
 - Discuss projects during our meetings, what we want them to do and chunk out portions for them to work on
 - Video about LAEP at 30 minute mark:
<https://www.youtube.com/watch?v=US5QgNnXhac>

- IDTF Chair next year
 - Julie willing to co-chair
- [Homosaurus documentation](#)
 - Expand project?
 - need to promote so we don't have to add homosaurus terms for all of CSU
- Other projects?
 - Accessibility (532 → human readable; 341 → facet?)
 - SDSU turned on 532 to see accessibility statements but not 541, large cleanup project
 - Genres (RBMS genres of prejudice?)
 - e.g. homophobic, anti semitic works
 - need buy in from Special Collections librarians
 - Julie would like it, SDSU SCUA interested
 - need better way to find nazi propaganda materials
 - CJK funnel is looking at term 'Oriental'
 - 'Transexual' and 'transgender' will both be 'transpeople'
 - LAIPA Funnel - Hispanic Americans vs Latin Americans as subject headings
- Next meeting in July after ALA conference

Inclusive Description Task Force

Agenda/Discussion

➤ Announcements

- Two new members: Kyle (unable to attend this meeting) and Jen
- [Orbis Cascade using the Homosaurus](#)
 - COLD wants to create announcement about Homosaurus
 - Use for MARC, digital collections
 - Use terms people use for themselves
 - Need buyin CSU wide so don't have to redo
 - Adding genre facets in Primo
 - Research how users are searching, Primo analytics

➤ [LAEP program](#)

- Student to assist with writing documentation
- Need to come up with job description, undergraduate needs clear guidelines, broader terms
- Should include research component
- Anamika, Julie and Estella will work on [job description](#)
 - <https://library.sjsu.edu/sites/library.sjsu.edu/files/documents/DRM%20Cat%20Meta%20SA%20Position%20Description.pdf>
 - <https://wmich.edu/hr/employees/staff/jobdescriptions/008220>

➤ Homosaurus guidance: when do we want to tackle? Call for more volunteers?

- Good summary of documentation:
<https://www.orbiscascade.org/programs/scts/technical-services/documentation/homosaurus-training-resources-and-faq/>
 - Also see announcement; could CSUs follow suit?
- Guidance document from public library group in Illinois:
https://stdlorg-my.sharepoint.com/:w:/g/personal/rnewlin_stdl_org/EVK0d3q-sZtEm8Ws3dn3We4BM_e4JhscWs04_vLhVwPnUg?rttime=Z_ZEo_u520g
- All NZ records (not linked to CZ) with term sexual minorities:

X to clean sexual minorities all subjects .xlsx

 (so that we can finish our mapping)
 - Allison is working on a new spreadsheet, pulled out already completed
 - Allison, Jen and Kathy will work on this

- Need to review problematic mappings, propose new headings to Homosaurus
 - GSSO map to MESH for narrower terms under disabled people
 - Jen will look at this
- Revisit the idea of a study group or discussion group?
 - Relevant papers, take turns hosting, monthly in Summer
 - DLFCAWG does this, influences toolkit
 - Use to attract new IDTF members
- Consider writing a warning for our Primo instances about offensive language students may encounter: <https://idnc.library.illinois.edu/?a=p&p=harmfulcontent&> (or something similar) Inspired by conversation in AutoCat
 - SFSU has a statement and a form
 - Possibly something each campus could opt into or they could write their own (more specific, etc.)
 - We have a feedback form that has never been used



Inclusive Description Task Force

12/4/23 9-10 am

Agenda/Discussion

- Announcements
 - LC classification shift of Ukraine is now live
 - Other?
- [LAEP program](#)
 - Purpose or role of the position within the organization
 - Duties and responsibilities associated with the position
 - Brainstorm potential duties:
 - Tackle the heading transsexuals ? (~600 records in the NZ, would it be feasible to determine which ones have the heading misassigned and should be transgender ?)
 - Gender & Sexuality funnel is looking into flipping the headings for transsexuals and transgender people to "trans people." Could still be a project using Homosaurus terms
 - Language project? Possibly adding terms in another language (i.e. Spanish headings for Spanish language materials).
 - Transliteration project? Provide original language when only transliterated title is available (would be for non Roman script, would need to write a rule and see which language has the largest issue; could also look into tackling CSU wide)
 - Other projects?
- Homosaurus guidance: when do we want to tackle? Call for more volunteers?
 - Good summary of documentation:
<https://www.orbiscascade.org/programs/scts/technical-services/documentation/homosaurus-training-resources-and-faq/>
 - Guidance document from public library group in Illinois:
https://stdlorg-my.sharepoint.com/:w:/g/personal/rnewlin_stdl_org/EVK0d3q-sZtEm8Ws3dn3We4BM_e4JhscWs04_vLhVwPnUg?rttime=Z_ZEo_u520g
- Revisit the idea of a study group or discussion group?
- Consider writing a warning for our Primo instances about offensive language students may encounter: <https://idnc.library.illinois.edu/?a=p&p=harmfulcontent&> (or something similar) Inspired by conversation in AutoCat

Inclusive Description Task Force

10/26/23 1-2 pm

Agenda/Discussion

- Announcements
 - LC classification shift of Ukraine is now up for comment
 - <https://classweb.org/tentative-test-class/2310b.html>
 - Great turn out for the Words matter for the CSU webinar (685 registrants)
 - Other?
- Project updates
 - Incarceration headings
 - [Proposals for "Japanese American incarceration camps"](#)
 - Status update: do we have a source directly from a stakeholder (cited as personal communication)
- [LAEP program](#)
 - Purpose or role of the position within the organization
 - Duties and responsibilities associated with the position
 - Brainstorm potential duties:
 - Tackle the heading transsexuals ? (~600 records in the NZ, would it be feasible to determine which ones have the heading misassigned and should be transgender ?)
 - Other projects?
- Homosaurus guidance: when do we want to tackle? Call for more volunteers?
 - Good summary of documentation:
<https://www.orbiscascade.org/programs/scts/technical-services/documentation/homosaurus-training-resources-and-faq/>
 - Guidance document from public library group in Illinois:
https://stdlorg-my.sharepoint.com/:w:/g/personal/rnewlin_stdl_org/EVK0d3q-sZtEm8Ws3dn3We4BM_e4JhscWs04_vLhVwPnUg?rttime=Z_ZEO_u520g
- Revisit the idea of a study group or discussion group?
- Consider writing a warning for our Primo instances about offensive language students may encounter: <https://idnc.library.illinois.edu/?a=p&p=harmfulcontent&> (or something similar) Inspired by conversation in AutoCat
- Any new transformations
 - Other institutions (from OCLC meeting):
https://docs.google.com/spreadsheets/d/1IYaNYvk3vKbkOs96pcOokfnp3-Vt0_rn_dlvBwZ6eMqw/edit#gid=0

Inclusive Description Task Force

9/29/2023 11-12 pm

Agenda/Discussion

- Announcements
 - New member!
 - On October 17 from 11-12 there will be a special zoom meeting, Allison, Luiz, and Julie talking about inclusive cataloging
 - Possible announcements/publicity from Chancellor's office
 - Other?
- Project updates
 - Incarceration headings
 - [Proposals for "incarceration camps" with geographic subdivisions](#)
 - Comments? (Sent to one person for feedback)
 - Goal: December list? (Might be too late for November list already)
 - Discuss: Should we have a source directly from a stakeholder (cited as personal communication) or leave them to email comments once the proposal is scheduled?
 - Homosaurus and GSSO
 - [July Homosaurus updates](#)
 - Goal: tackle the rest of the "sexual minorities" headings
 - Provide a document for guidance?
 - Good summary of documentation:
<https://www.orbiscascade.org/programs/scts/technical-services/documentation/homosaurus-training-resources-and-faq/>
 - Guidance document from public library group in Illinois:
https://stdlorg-my.sharepoint.com/:w:/g/personal/rnewlin_stdl_org/EVK0d3q-sZtEm8Ws3dn3We4BM_e4JhscWs04_vLhVwPnUg?rti=Z_ZEo_u520g
- Any new transformations
 - Other institutions (from OCLC meeting):
https://docs.google.com/spreadsheets/d/1IYaNYvk3vKbkOs96pcOokfnp3-Vt0_rn_dlvBwZ6eMqw/edit#gid=0
- Other issues to discuss?

Inclusive Description Task Force

8/31/2023 10-11 am

Agenda/Discussion

➤ Announcements

- Sept. Classification (tentative list) proposal to move books that are Holocaust denial to the end of the call number range
- Library of Congress going to shift classification for Ukraine (moving them into Europe, tentatively scheduled for Dec. list)
- Two exhibitions: Words matter and Unseen labor at Fresno (all about inclusive description and why it's important). Up until May 17, 2024
 - On October 17 from 11-12 there will be a special zoom meeting, Allison, Luiz, and Julie talking about inclusive cataloging
 - Book chapter came back with edits/suggestions

➤ Project updates

- Lateral linking for "incarceration" headings
 - [Update from Norm rules task force](#)
- Homosaurus and GSSO
 - [July Homosaurus updates](#)
 - Goal: tackle the rest of the "sexual minorities" headings
 - Provide a document for guidance?
 - Good summary of documentation:
<https://www.orbiscascade.org/programs/scts/technical-services/documentation/homosaurus-training-resources-and-faq/>

➤ Any new transformations

- Other institutions (from OCLC meeting):
https://docs.google.com/spreadsheets/d/1IYaNYvk3vKbkOs96pcOokfnp3-Vt0_rndlvBwZ6eMqw/edit#gid=0
 - Could look at Oriental as a heading (Allison emailed LC; there are a few people who are interested in addressing the heading, but LC is so behind, nothing will happen this year)

➤ Genres facet?

- Allison brought it up to chair of discovery (also at SDSU)

➤ Other issues to discuss?

Inclusive Description Task Force

6/15/2023 10-11 am

Agenda/Discussion

- Announcements
 - Lily UCB Librarian (a lot of work on Indigenous groups). Asked about an existing thesaurus
- Project updates
 - [Indigenous peoples](#)
 - Homosaurus and GSSO
 - Updates to Homosaurus will be coming in July
 - More Ethnic groups and genres
- Transformations ?
 - Other institutions (from OCLC meeting):
https://docs.google.com/spreadsheets/d/1lYaNyvk3vKbkOs96pcOokfnp3-Vt0_rndlvBwZ6eMqw/edit#gid=0
 - Could look at Oriental as a heading (note brought up in SAC meeting, LC may be looking at it; Allison emailed Melanie at LC)
- Genres (possibility of reopening the discussion on genres as a faceted search in Primo)
 - Adding RBMS genres for prejudicial materials ?
 - Social issue comics, social problem fiction, queer fiction, queer comics, etc.
- Other issues to discuss?

Inclusive Description Task Force

3/24/2023 10-11 am

Agenda/Discussion

- Announcements
 - Norm rule for internment to incarceration hopefully ready to go live soon
- Project updates
 - [Indigenous peoples](#)
 - Sonoma email every professor in Native American Studies department, said she would ask around, no one returned any follow up emails
 - DH: One faculty member commented that it's not easy to identify a single name for a tribe, among the community there is a disagreement; how to ask re: current established names
 - Homosaurus and GSSO mappings
 - Allison has a workflow and [documentation](#)
 - Redescription project:
 - Transsexuals/Transsexuality/Transsexualism
 - Giants (perhaps better heading to start with?)
 - Giants (Folklore)
 - Tall people
 - Gigantism
 - ~450 [records have "giants" in NZ \(not all are relevant\)](#) (slightly less, unlinked from CZ)
- Other issues to discuss?

Inclusive Description Task Force

2/28/23 10-11 am

Agenda/Discussion

- Announcements
 - New member: Kathleen Boyd (SDSU); Minyoung Chung has left the CSU
 - Norm rule: incarceration (change from internment) for Japanese Americans and Aleuts
 - Other:
- Project updates
 - Indigenous peoples:
 - San Diego: met with 1 faculty member and the head of the Native Resource Center; have started revising/researching headings
 - Plan on offering free ILL services from our campus specifically and creating a libguide similar to Iowa (working with Collections Librarian)
 - San Jose: Talked to Dean and given names of Native representatives and will be connected with them via the Dean. Colleague very interested in this project (Neil Ordinario)
 - Dominguez Hills: Liaison librarian very supportive; connected Yoko to professor on campus. The Center on campus is not active right now
 - Fresno: nothing yet
 - Sonoma: nothing yet
 - Homosaurus and GSSO mappings
 - <https://calstate.atlassian.net/wiki/spaces/URM/pages/66420849/Suppression+or+Display+of+MARC+Fields+in+OCLC+Records+in+Primo> (Homosaurus and GSSO coming soon!)
 - Allison is working on a workflow
 - Redescription project: Jill was on board with the possibility of a redescription project
 - Transexuals/Transexuality/Transexualism
 - Giants (not yet official)
- Other issues to discuss?

Inclusive Description Task Force
1/19/23 9-10 am

Agenda/Discussion

- Announcements
- Next steps on projects
 - [Talking points and draft email](#)
 - Do we need to make any changes?
 - Does everyone know who they will be emailing?
 - Homosaurus and GSSO
 - [Our recommendations](#) (so far)
 - All [Homosaurus](#) terms mapped by Homosaurus
 - Do we agree with the mappings?
 - For the “further investigations”, how do we want to handle some that might require re-cataloging/re-description?

Inclusive Description Task Force

12/08/22 10-11 am

[Zoom link](#)

Agenda/Discussion

➤ Announcements

- COLD approved our Inclusive Cataloging Statement (Allison will add to ULMS page)
 - **Inclusive Cataloging Statement – a proposed revision has been put forward:** COLD has approved the statement put forward by the task force at the September meeting and no COLD action was taken with regards to the proposed revision. However, it was recommended that the COLD DEIA task force review the proposed revision for further consideration.
- COLD response on Indigenous groups
 - **Inclusive Cataloging task force recommendation on tribal collaboration:** COLD provided the following feedback: "The spirit of the recommendation is admirable. There is a need to proceed in a respectful relationship-oriented mode and there are concerns that the reciprocity element as written is problematic. Consider rewriting the recommendation to allow for local pilots that explore the nature of reciprocity, potential support of consulting services, offer of in-kind services and other choices befitting the campus situation, working with local campus organizations, budgets, and practices."
 - Figure out what we can offer to reciprocate before we reach out
 - First talk to our campus representatives and find out the commonalities of their suggestions
 - Depends on the library as to who you reach out to?
 - Can we have a list of talking points so that we can be consistent in conveying why we're reaching out
 - Either talking points (in libraries) or a basic draft email for our initial point of contact (American Indian Studies Faculty)
 - Ultimately it has to be approved by COLD

➤ Next steps on projects

- [Contact information for Indigenous organizations/groups](#)
 - Draft email to send in January? Do we send to all listed groups or do we want to narrow the focus?
- Homosaurus and GSSO
 - [Our recommendations](#) (so far)

- All [Homosaurus](#) terms mapped by Homosaurus
 - Another library's mapping: [here](#)
 - Do we like this layout?
 - Related potential project
 - Identify potentially inaccurate headings (transexuals for example) pull and redescribe materials (??). Explanation: transgender as a heading did not exist and often transsexuals was used as the closest available term
 - Other potentially problematic headings:
 - man-woman relationships (is this romantic? platonic?)
 - Husband and wife
 - Gender identity disorders (being tackled by Gender & Sexuality Funnel)
 - Gender-nonconforming (includes Genderqueer and Non-binary people)
- From the last meeting: Linked Data Task Force is looking to launch a "study group." Is that something we'd be interested in?
- [Their proposal](#)
 - Would this potentially increase engagement in the CSU?
 - Could launch a reading group
 - Possibly a project down the road
 - Summer project?
 - Squirrel away readings or anything we really want to learn
 - Would a group Zotero be good? Or I can link another Zotero?

Inclusive Description Task Force

11/18/22 10-11 am

[Zoom link](#)

Agenda/Discussion

- Announcements
 - Two new members!
 - [EDI in cataloging conference](#) (proposals by 11/29; conference in February)
- Next steps on projects
 - Homosaurus and GSSO
 - List of LCSH:
<http://www.netanelganin.com/projects/QueerLCSH/QueerLCSH.html>
 - [Mapped Homosaurus terms](#)
 - [Our recommendations](#)
 - Note: Gender and Sexuality SACO funnel appears to have a project tackling sexual minorities headings and headings related to women's health and reproductive rights
 - Project on Indigenous groups in California
 - https://docs.google.com/spreadsheets/d/14V_TP_nOevM9UttmbHmi3XlImiP2Gmi-CYYlybBjPW8/edit#gid=173148672
 - Who to contact?
 - Gather contacts from all 23 campuses
 - Which groups to contact? Student groups? Faculty? Centers?
 -
- Other projects?
 - Possible project: Identify potentially inaccurate headings (transsexuals for example) pull and redescribe materials (??)
 - Transgender as a heading did not exist and often transsexuals was used as the closest available term
 - Linked Data Task Force is looking to launch a "study group." Is that something we'd be interested in?
 - [Their proposal](#)
 - Future project: identify materials that only have transliteration and add in original language (if available/appropriate)
 - Would identifying language expertise throughout the CSU cataloging sphere be helpful?

Inclusive Description Task Force
9/19/22 1:00-2:00 pm

Agenda/Discussion

- Announcements
 - Updates: Indigenous headings (LAIPA and LC)
 - LC first focus on United States
 - Updates: Gender and Sexuality Funnel
- Next steps on projects
 - Homosaurus and GSSO
 - List of LCSH:
 - <http://www.netanelganin.com/projects/QueerLCSH/QueerLCSH.html>
 - https://docs.google.com/spreadsheets/d/16v2wG_CelJHe5OmT_-2nhYU7AdrmPDMct4PcalJqzG8/edit#gid=0
 - Project on Indigenous groups in California
 - https://docs.google.com/spreadsheets/d/14V_TP_nOevM9UttmbHmi3XlImiP2Gmi-CYYlybBjPW8/edit#gid=173148672
 - Who to contact? How to contact?
 - Primo DEI Exclusion list

Inclusive Description Task Force

8/12/22 1:00-2:00 pm

Agenda/Discussion

- DEI Exclude List and [submission form](#)
- ULMS Page on work undertaken by the task force (not yet published)
 - Do we want to include anything about updating NARs? (See: <https://libguides.northwestern.edu/c.php?g=1152430&p=8554476>)
 - Would it have to link back to the Funnel?
- LAIPA Funnel and Indigneous subject headings
- Wrote official request to create norm rules [re: internment vs. incarceration](#)
- Other updates?
- Homosaurus discussion
 - Mapping?
 - Would you transform or add the \$2 homoit term?
 - Like Homosaurus in addition to LCSH
 - Would have to reach out to Norm Rule Group to have the Homosaurus terms displayed
 - Have a controlled list of what we want to display, in case terms in Homosaurus or GSSO exist in LCSH
 - What about GSSO?
 - Some projects from other institutions:
 - [University Kentucky](#)
 - [Indiana University](#)
 - [Princeton University](#)
 - [Emory University](#)
 - [CCS](#)

Inclusive Description Task Force

7/14/22 12:45-1:45 pm

Agenda/Discussion

- Updates re: funding for Indigeneous peoples of California project?
 - Possible group to collaborate with: California Native American Heritage Commission: <https://nahc.ca.gov/>
 - Allison heard from Brandon:
 - So, after discussing who should handle the next steps with your idea with David, he felt that we should talk to COLD. I spoke with the COLD chair over email yesterday and she would like to see a recommendation come from your task force to COLD for action. The way this works is that you'd draft a recommendation that would go through the Resource Management committee to the ULMS Steering Committee. Once that committee approves it, I would send it on to COLD for their consideration. The recommendation doesn't need to be lengthy and should describe and support the idea raised for how to incentivize tribal communities to participate as mentioned in your email. I think that we can and should get it through to COLD for their first meeting in late Sept. and I will do what I can to make that happen.
 - Allison officially joined the LAIPA funnel (sounds like they plan on having monthly meetings)
- Other updates?
 - Queer Metadata Collective: <https://queermetadatacollective.org/> (can sign up to volunteer or just receive updates)
 - Newly released: [Best Practices for Trans and Gender Diverse Resources](#)
 - [Working Group reports from Cataloging Code of Ethics have been released](#)
- [Draft statement discussion](#)
 - Israel will show statement to Brandon to see if we need approval from anyone aside from Resource Management
 - Will copy Oklahoma's problem, action, status layout
 - [Form](#)
- [DEI Exclude list](#)
 - Subject terms that appear in the facet area
 - Have an option for other CSU members to submit suggestions
- To do:
 - DEI Checklist
 - Tribes in California

- COLD Recommendation
- Homosaurus
 - Mapping?
 - Would you transform or add the \$2 homoit term, etc.

Inclusive Description Task Force

6/20/22 12:45-1:45 pm

Agenda/Discussion

- Updates on Indigenous peoples in California
 - Resource Management and the Chancellor's office are aware (Brandon and David specifically). Waiting to hear back about next steps
 - Allison attended a presentation by Iowa State
 - Here's a brief overview of how they conducted their project:
 - First: similar projects
 - Manitoba Archival information network headings (MAIN), First Nations house of learning subject headings (FNHL), First Nations Metis, and Inuit Indigenous Ontology (FNMIIO)
 - Outreach planning
 - Research Indigenous community names; Identify contacts for each Indigenous nation (focused on GLAM education and language professionals), did not contact tribal leadership directly
 - [LibGuide](#)
 - Possible resources for LibGuide:
<https://www.kfpl.ca/getting-started/language-resources>
 - Julie reached out to her contacts
 - Suggestion to contact: LAIPA (Latin American and Indigenous Peoples of the Americas) funnel: Sara Levinson at saralev@email.unc.edu.
 - Julie talked to her friends in Alaska; they have a grant and have a whole team that is working on headings for Indigenous peoples/communities
 - Two (paid) liaisons reaching out to various groups
 - Build from local groups up
 - Paul Frank: LC is working from the top down, starting with Indians of North America first
 - [LCSH Indians of North America \(Julie's Contacts\)](#)
- Funding:
 - Seed grants
 - <https://www.neh.gov/grants/preservation/humanities-collections-and-reference-resources>
 - <https://www.library.ca.gov/grants/#funding>

- <https://www.grantwatch.com/grant/200372/grants-to-california-nonprofits-to-promote-diversity-equity-and-inclusion.html>
- **To do:** check our institutions for small grants/funding opportunities
- Drafts of statements/form
 - What do we want the product to be? The Wiki is geared toward stakeholders from CSU libraries
 - When do we want to finalize? Talk about it at our next meeting (what we like/dislike)
 - Israel will announce at the Discovery Forum (once the form is up and ready for people to use)
 - Next meeting: What do we like/dislike? Combine the statements? Add a further reading section
- Homosaurus?
 - Presentation June 30: <https://nhla38.wildapricot.org/event-4837910>
- [DEI Exclude List](#)
 - Get problematic terms out of the facets area
 - List of recommended terms to remove
 - Do searches in Primo to look for problematic subject and/or topic facets
 - Illegal immigrants is one of the terms
- Debrief of white privilege

Inclusive Description Task Force

5/26/22 10-11 am

Agenda/Discussion

- Announcements?
 - Israel started on a proposal for mass incarceration
 - Proposals would go faster/be better formed with subject experts
 - Potential change: gays to gay people (reach out to Homosaurus board if we do this proposal)
- [Review draft of inclusive cataloging statement](#)
- [Review draft of inclusive cataloging feedback form](#)
 - What should be our workflow? What should we do first?
 - Talk among ourselves, research the heading/the problem
 - LCSH proposal? (if feasible)
 - If there's a rejection, do we look into display norm rules?
 - There is no network zone manager; editing network zone bibliographic records was a rare exception
 - If that doesn't work, alternate vocabularies?
 - Often used for discovery by Israel
 - Would be a campus decision to add filtering by said vocabulary
- Headings to transform https://docs.google.com/forms/d/1HOF0uYtkp5evE6gkte_wZAqXWdL9AYXrXlaLWSYKQvM/edit
 - Proposal from Allison:
 - Japanese Americans—Forced removal and **internment**, 1942-1945 → Change to incarceration
 - Aleuts—Forced removal and **internment**, 1942-1945 → Change to incarceration
 - Japanese—Canada—Forced removal and **internment**, 1942-1945 → Change to incarceration
 - Note Allison tried to get LC to accept incarceration as a term in 2021; it was not accepted. I do plan on trying again (but in the meantime, I would like to see if we can transform these select headings)
 - Relatively easy norm rule
 - Could be built and shared on the norm rule page (would need copy and paste for each campus)
 - Indians of North America

- California
 - [Article from Iowa](#) (shared by Israel, currently in the Drive)
 - [Spreadsheet](#) (for tribes from Iowa, we might want to copy this format for tribes from California)
 - [Poster presentation](#)
- Email template from Iowa

Greetings [name if available],

I am [name], a librarian at Iowa State University. We are working to update our catalog with the most accurate names for American Indian nations. As you may know, library catalogs rarely reflect the names Indigenous peoples use for themselves, but instead use names imposed on them, like “[LCSH heading].”

To rectify this issue, we would like to use [proposed subject heading] in our catalog. Is this a name that you would use to describe the [name used by tribe] as well as [name(s) of related tribe(s)]?

Please let us know at your earliest convenience if the proposed name is acceptable. You may contact me with any corrections, questions, or suggestions at: [contact information]. As an expression of our gratitude for your help, we have compiled the following guide to selected materials by and about the Indigenous peoples of Iowa: <https://go.iastate.edu/UAREL3>.

We are offering free access to our physical and electronic materials through our interlibrary loan service, which normally includes a fee for non-university members. Your community also may be interested in our digital publishing services. Please see the guide for details.

We look forward to improving our collection and making sure it accurately represents your community. Thank you for your time and willingness to help us in this effort.

Sincerely,

- How feasible would it be for us to do something similar?
- What grants might be available for us? Could we pay for presenters? Or pay tribal members for their expertise?
- Email template: would also add that we plan to attempt to change LCSH but

regardless of whether LC officially accepts our proposals, we will change the form in our consortial environment. Plan to make our documentation available for other libraries

- Other ideas?
 - Consortial wide use of Homosaurus?
- Next meeting:
 - Compensation for Indigenous people
 - Homosaurus batch updates?

Inclusive Description Task Force

4/21/22 10-11 am

Agenda/Discussion

➤ Announcements

- Update: [Options for LCSH Noncitizens](#)
 - Pam, chair of the Resource Management Functional Committee, presented our recommendation to go with Option 3 to the RMFC. The RMFC approved our recommendation and Pam then presented it to the steering committee. The steering committee approved going with Option 3 as well
 - All the records in the Network Zone will be changed. If there are IZ only records, they would need to be changed by the institution itself
- Virtual conference (Allison plans on attending): Wednesday May 11th-Friday May 13th: [2022 OVGTSL conference](#) held by the Ohio Valley Group of Technical Services Librarians (virtual attendance registration \$55). Two sessions may be of interest to this group (sadly they're at the same time):
 - "Next Steps in Decolonizing the Catalog: Application of Indigenous Subject Headings at the University of Dayton" presentation by Jill J. Crane & Grace Huffman on replacing "Indians of North America" & other LCSH.
 - "Resources for Understanding Metadata and Description of Library Collections: Professional Development Tools for Technical Services" presentation by Andrea Morrison & Janice Gustaferro describing resources available for revising problem subject headings and more.
- Israel submitted proposal for white privilege
- Julie and Israel are presenting at CLA on June 4 on critical cataloging!
- Allison on the SAC Working Group for alternative method of LCSH approvals, Israel on the advisory group

➤ Statements on Critical Cataloging

- University of Washington:
<https://www.lib.washington.edu/about/edi/critical-cataloging-and-archival-description>
- UCLA:
<https://www.library.ucla.edu/location/library-special-collections/discover-collections/toward-ethical-inclusive-descriptive-practices-ucla-library-special-collections>

➤ What is the purpose?

- Educational, remedial, etc.

- Band together, make a statement, these issues are important to us, here are the reasons why.
 - Have this as a guiding umbrella statement
 - Maybe a basis for institutions? They can create more specific statements
 - Desire to have a form
 - Maybe start small; start with a statement for us. That would help us gauge the reaction from stakeholders and determine interest in such a statement for the wider CSU community
 - Can we stick it here: <https://libraries.calstate.edu/>
- Next steps:
- Craft a statement for our group directly and add it to our ULMS Wiki Page
 - Potential collaborators:
<https://calstate.atlassian.net/wiki/spaces/AR/overview?homepageId=773947467>
and
<https://calstate.atlassian.net/wiki/spaces/DRC/pages/871792744/Digital+Archives+Working+Group>

Inclusive Description Task Force

4/5/22 2-3 pm

Agenda/Discussion

- [Discuss: Options for LCSH Noncitizens](#)
 - Question on option 3 and adding Sears heading
 - Will allow for searching of the term “non-citizens”
 - Would only affect IZ records that are linked to the NZ; will not work on anything not linked to the NZ
 - If you find a record and import it from connexion client, it will make that transformation to the terms
 - Israel envisions the NZ management group going in and adding in the Sears heading
 - Israel tested to verify that the norm rule works
- Primo Back Office vs. Primo VE
 - Early last summer, migrated to VE
 - Back office was separate from Alma, VE is part of Alma, it's more simplified
 - Give up flexibility
- [Cataloging statements](#)
 - To discuss next meeting
- Indigenous peoples of North America

Inclusive Description Task Force

3/14/22 10-11 am

Agenda/Discussion

- Update from Ex Libris on noncitizens and illegal immigration
 - Case has been escalated (was filed in December, Israel sent three specific examples/scenarios ~1 month ago)
 - Last week, asked for an update again and had Brandon ask as well. Said they're meeting with developers this week, should have something mid-week
 - Not very encouraging that it's taken so long
 - MESH terms are in the records (undocumented immigrants), would need to be updated though
 - Display MESH headings? That can be a campus decision
 - Still wait and see; Israel will ask again if he doesn't hear by Wednesday/Thursday
- Headings to transform
 - Some ideas:
 - Sexual minorities? (LGBTQ+ people? – Homosaurus term)
 - Japanese Americans—Forced removal and **internment**, 1942-1945 (**incarceration** – preferred term, per international law, Geneva convention a county cannot intern its own citizens). Also change Aleuts—Forced removal and **internment**, 1942-1945 and Japanese—Canada—Forced removal and **internment**, 1942-1945
 - Indians of North America:
https://docs.google.com/spreadsheets/d/1D61MT2pyl4SlzoKvAlzA1-4s8mwkY3Qtx_SLvxUgcgg/edit?fbclid=IwAR2wWSmKlyBQSZu1Fx_AGL875uCpUTWtDrC4PJ2eCLXglyQCwoFq5BExsGk#gid=90043381
- Headings to revise/propose (to Library of Congress)
 - [Interview with Sanford Berman](#)
 - White privilege
 - LCSH does not include specific headings for groups discriminated against. Numerous works about white privilege have been assigned the headings **Race discrimination** and **Whites—Race identity**, and the meeting wishes to continue that practice. Other headings such as **Whites—Civil rights** and **Whites—Legal status, laws, etc.** may also be appropriate, depending on the nature of the work being cataloged. The proposal was not approved.
 - Male privilege

- *Male privilege* A proposal for *White privilege* appeared on Tentative List 10 (2016) and was not approved because LCSH does not include specific headings for groups discriminated for or against, and because other headings have been assigned to works on the concept. The proposal for *Male privilege* is analogous. Numerous other headings cover the concept of male privilege, including **Sexism**, **Androcentrism**, and **Male domination (Social structure)**. The proposal for *Male privilege* was not approved.
- Secular parenting
- Work on names of tribes in California!!
- Netanel's blog: <https://inevermetadataidntlike.wordpress.com/>
- Crafting a critical cataloging statement
 - Should there be an announcement on the listserv? Call for membership from our committee?
 - Do we need to have buy in and let people know that we want to craft a statement on inclusive description and critical cataloging
 - Have a brief statement that summarizes our charge and our guiding values (on Wiki page)
 - Highlight why we want to do this; the purpose
 - List of statements: <https://cataloginglab.org/list-of-statements-on-bias-in-library-and-archives-description/>

To do: Next time

- Pick favorite statements on bias in the catalog
- Allison will pull list of tribes in California
- Israel will start drafting headings

Inclusive Description Task Force

2/11/2022 11-12 pm

Background information

- Library of Congress subject headings to replace illegal aliens
 - LC decision, bifurcate the heading: **Noncitizens** and **Illegal immigration**
 - Full list of changes by LC:
<https://classweb.org/approved-subjects/2111b.html>
 - These are all now live in OCLC
 - Original report from the SAC Working Group:
<https://alair.ala.org/handle/11213/9261>
 - Updates? (SAC meeting, no real updates; mentioned the sessions held to discuss the decision)
- Past CSU approach:
https://docs.google.com/document/d/1UdhYHIsAmXs_bssQPCniCRVESSwRPuY4D7z_rAS1kAU/edit

Agenda/Discussion

- How do we want to approach this? Is LC's change acceptable? If not, what terms would we prefer?
 - We want to change the display, look at what we had before and see if we can follow what we did before in terms of changing the headings
 - Noncitizens + illegal immigration → undocumented immigrants
- Stakeholders?
 - First make sure it's possible
 - At some point involve COLD
 - Primo Open Forum, ULMS Tech Services Open Forum → 2 presentations
 - ULMS Resource Management Group (we're under this group)
 - ULMS Steering Committee (they report to COLD)
 - What about the authority control task force? Israel and Julie are on the task force
- Primo work?
 - Normalization task force (Israel is on this group)
 - Mapping with input from Inclusive Description (and authority control?)
- Other Alma/Primo libraries? Possible collaboration, what are SUNY, Orbis, etc. doing?

**note, we will send our recommendations to Pam as head of the Resource Management Committee*

Allison will follow up with Brandon about ULMS space on the Wiki and create a shared folder

Discussed the Cataloging Lab Problematic Headings list, suggestion of going through and seeing what we might like to address.

Noted that for sexual minorities, Homosaurus could be an alternate vocabulary, the term is LGBTQ+ people (Julie is experimenting with Homosaurus and Allison has started adding terms as she catalogs as well)

Inclusive Description Task Force

1/10/22 9-10 am

[Zoom link](#)

Meeting ID: 84253346987

Attendees: All

Agenda/Discussion:

- Introductions
 - Ideas and expectations
 - Come up with critical cataloging statement for the ULMS
 - Draft an overarching statement (more than just cataloging)
 - List from Cataloging Lab on statements on bias in libraries and archives:
<https://cataloginglab.org/list-of-statements-on-bias-in-library-and-archives-description/>
 - [University of Washington](#)
 - Classification changes?
 - Relabeling becomes an issue
 - N cutters (official LC change) and O cutters (many libraries working on it independently)
 - Maybe include as an option, can link analytics on the Wiki
- Discussion of the charge
 - How do we plan on identifying problematic or offensive headings?
 - Cataloging Lab ([Problem LCSH from the Cataloging Lab](#))
 - #CritCat (hashtag on Twitter)
 - Creation of a [form](#)? (TRLN has an option for the community to provide feedback for problematic subject headings). Also have a [webpage](#) dedicated to their remapping efforts
 - [Society of American Archivists Inclusive Description](#)
 - [Sanford Berman](#) proposed changes to LCSH (2009 CCQ article, see appendix)
 - CSU SACO Funnel Membership?
 - Trello board
- Headings for consideration?
 - Recommendation for **illegal immigration** (LC's decision re: "illegal aliens")
 - Had a solution in place before LC decided to recommend two terms

- Noncitizens and illegal immigration (LC's change)
 - Book about Dreamers would get both headings
- Discussion tabled for now, might be a solution in place already
 - Minutes from Resource Management:
 - <https://calstate.atlassian.net/wiki/spaces/URM/pages/2519269398/2022-01-04+Meeting+notes>
- Forced removal and **incarceration** (for Japanese Americans, Japanese Canadians, and Aleuts during WWII)
 - Current heading is for internment (LC recently rejected a proposal for incarceration camps as a narrower term of internment camps)
 - Preferred term would be Concentration Camps but LC changed that ability to use Concentration Camps in a previous decision:
 - <https://www.loc.gov/aba/pcc/saco/cpsod/psd-210419.html>
- Figure out a workflow or path for when we disagree with LC decisions
- For next meeting:
 - Form for problematic headings
 - Ideas for drafting statement on biases in cataloging
 - What's going on with "illegal aliens" in the CSU?