LIBRARY OF CONGRESS SUBJECT EDITORIAL MEETINGS
Description and calendar for 2021
August 3, 2021

Tentative Lists:
- Distributed monthly to LC and selected individuals and listservs
- Date on the Tentative List is the date that the proposals on the list will be discussed at the editorial meeting
- The comment period is approximately one month from the date the list is distributed
- Comments on proposals should be submitted to the Cataloging Policy Specialist whose name and email address are printed at the top of the list
  - Comments may range from general impressions or opinions, to analyses based on research conducted by the commenter
  - In-depth knowledge of LCSH is not necessary, although welcome
  - If comments are based on research, include citations to the research performed, so that the research can be repeated and recorded in the individual subject record
- Comments on the Tentative Lists should be emailed to the Policy Specialist in charge of the list by close-of-business on Tuesday before the meeting date

Meetings:
- Open to interested members of the library community and the public at large
- Regular attendees include staff and management of the Policy, Training, and Cooperative Programs Division and the Acquisitions and Bibliographic Access Directorate
- Held once a month on Fridays at 9:30 a.m. (Eastern Time)
  - Meetings are ordinarily held on the Friday before the third Monday of the month
  - Occasionally, meetings must be rescheduled due to conflict or emergency; in that case the new meeting date will be announced as soon as possible
- Discussion is held to consider any of the subject proposals on the current monthly list
  - In-depth knowledge of LCSH is not necessary, although welcome
  - Discussions are open; anyone is free to participate
  - Discussions continue until consensus is reached, if possible
  - All commentary and discussion will be considered, but the Library of Congress reserves the right to make the final decisions
- Policy Specialists prepare a Preview of List Issues
  - The Preview includes commentary on select headings for which the specialists have questions or for which no consensus was reached during the comment period before the meeting
  - The Preview includes all comments from specialists and others on each proposal listed
  - Comments from individuals are anonymized
- If an attendee wishes to discuss any proposal from the list that is not listed in the Preview; the attendee may bring the proposal up for discussion, as follows:
  - Email the meeting to alert them to concern or additional discussion about any proposal
    - A meeting Agenda will be issued on the Wednesday before the meeting
    - To email all meeting participants, reply to the group who are recipients of the Agenda
- Introduce a discussion during the meeting
- Access to meeting can be obtained by sending an email with the subject line “Editorial Meeting Access” and the number of the list (e.g., List 2108) or the meeting date to policy@loc.gov at least a week before the meeting date

**2021 CALENDAR**

<table>
<thead>
<tr>
<th>Date</th>
<th>List</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 13</td>
<td>List 2108</td>
<td>9:30 a.m.</td>
</tr>
<tr>
<td>September 17</td>
<td>List 2109</td>
<td>9:30 a.m.</td>
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<tr>
<td>October 15</td>
<td>List 2110</td>
<td>9:30 a.m.</td>
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<tr>
<td>November 12</td>
<td>List 2111</td>
<td>9:30 a.m.</td>
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<tr>
<td>December 17</td>
<td>List 2112</td>
<td>9:30 a.m.</td>
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