

Program for Cooperative Cataloging

Guiding Principles for Diversity, Equity, and Inclusion for Metadata Creation

Approved: January 19, 2023

Background

The PCC Policy Committee (PoCo) agreed in November 2020 to add a new strategic direction to its existing strategic plan to incorporate diversity, equity, and inclusion (DEI) principles in every aspect of PCC operations and to make DEI and metadata ethics an integral part of PCC work. The PCC endorses the [Cataloguing Code of Ethics](#) (Final Version - January 2021) drafted by the Cataloging Ethics Steering Committee and the following principles (based loosely on the Code) are provided for PCC members as focused guidelines for applying DEI principles to their cataloging and metadata work.

Guiding Principles for Metadata Creation

PCC members:

1. Describe resources in our collections with end users in mind, to facilitate access and promote discovery, while respecting the privacy and preferences of the associated agents of those resources.
2. Work with user communities to understand their needs especially as they relate to DEI issues.
3. Acknowledge that the standards and controlled vocabularies we use and their application are biased, approach their development and application critically, and advocate to make cataloging and resource description more inclusive.
4. Take responsibility for our metadata and advocate for transparency in our cooperative and institutional practices and policies.
5. Collaborate widely to support the creation, distribution, maintenance, and enrichment of equitable and inclusive metadata in various environments and jurisdictions.
6. Advocate for the importance of incorporating DEI principles in all aspects of cataloging work.