

**Heads of Technical Services
Meeting October 9, 2006
CDL Room 411
Minutes (Final)**

Present:

Jim Dooley (UCM, Chair), Lai-Ying Hsiung (UCSC), Martha Hruska (UCSD), Carole Kiehl (UCI), Lee Leighton (UCB), Patti Martin (CDL), John Riemer (UCLA, SCP AC), Sharon Scott (UCR), John Tanno (UCD, SOPAG Liaison, Recorder), Paul Wakeford (UCSF), Brad Eden (UCSB), Tony Harvell (LAUC)

1. Introductions, Logistics, Conference Call Time. Dooley welcomed Martha Hruska to HOTS. After discussion it was decided that the CONSER Funnel project should report to CAMCIG.

ACTION: Dooley to inform CAMCIG Chair Linda Barnhart and CONSER Funnel participants of the change in reporting structure.

It was agreed that HOTS will calendar a monthly conference call on a Wednesday afternoon, 2:00-4:00.

ACTION: Dooley to inform HOTS as to which Wednesday each month should be held for a potential conference call.

2. Japanese Cataloging. Dooley reported that Linda Barnhart had been working with an ad hoc Japanese Cataloging Group to survey the current CJK cataloging expertise on each of the campus libraries. Due to changes in staffing and planned retirements, HOTS thought it would be a good time to explore the possibility of cooperative technical processing for CJK materials. Perhaps such a project could serve as a pilot to explore the issues, concerns, and possible business models (outsourcing, insourcing, etc.) for cooperative cataloging, one aspect of collaboration suggested in the BSTF Report.

ACTION: Dooley to ask the Japanese Cataloging Group to prepare a proposal by April 1, 2007, to be discussed at the HOTS spring meeting.

3. Vendor Records. Lee Leighton reported on UCB's outsourcing the cataloging of Slavic and Arabic language materials to MARC Now, a firm located in New York, whose cataloging staff is in New Delhi, India. He also reported that in a joint project with Cornell University, they are working with Harrassowitz to provide shelf ready approval and standing order books, with the cataloging provided separately through MARC Now. After six months the program will be evaluated.

4. MELVYL and ERMS Report. Patti Martin reported that CDL is continuing to work with ExLibris on the migration to the consortial version 16.02 of Aleph. She is hopeful that there may be a test release as early as December.

Patti reported that ExLibris has installed Verde 2.0 in Beta at a consortium in Canada and also at the University of Maryland and so far those installations are going pretty well. However, CDL still requires demonstration of SFX interoperability and report functionality. Patti also reported that Heather Christenson has been appointed CDL's Project Manager for Verde.

5. Single/Multiple Records for Print and Electronic Resources. There was a lengthy discussion of the current practice of providing separate records for print and electronic versions of monographs, but a single record for print and electronic serials and the impact of this practice on workflow, and record loading, in light of current planning for the new MELVYL+ catalog. It was noted that when the single record policy was adopted, it was the accepted CONSER practice. Since then, CONSER has made provision for the separate-record option, especially for titles in aggregator and other packages where maintenance is an issue.

ACTION: Dooley to charge CAMCIG to consider what the implications would be, if the current practice of creating single records for print and electronic versions of serials were to be changed to providing separate records, and prepare a report by November 15th. The implications should be considered from the cataloging perspective, but in the context of national standards, machine processing of records, and workflow.

6. SCP AC Report. John Riemer reported on the current activities of SCP AC which were covered in detail in its Annual Report dated September 21, 2006. A separate report from the SCP itself is available at:

http://www.cdlib.org/inside/projects/scp/scp_report_092506.html

7. Discussion of the LTAG Report. HOTS briefly discussed the LTAG report and provided Dooley with some responses that he could present at the Joint SOPAG/ACG meeting on October 20th. The report is valuable and HOTS commends LTAG for their initiative and effort. The key drivers listed in the report are accurate. There is a continued need for user authentication, but whether "single sign on" will be the way to achieve it is questionable. The projection that over one half of the physical items loaned will be from the regional facilities is also questionable for several reasons: 1) only items unlikely to be circulated at the local campus are relocated to the RLFs; 2) it is likely that the circulation of physical materials will continue to decline, but the local circulation services will continue to be a necessary; and 3) there is the possibility that mass digitization could, in fact, increase the circulation of physical materials locally held. It was also noted that some trends were not included, such as, print on demand.

8. Shared Print. Jackie Wilson joined the meeting to give a reported on shared print on behalf of Ivy Anderson who could not attend the meeting. She reported that a revised position description has been prepared to initiate a recruitment to replace Nancy Kushigian (Director of Shared Print) who retired July 1st. She mentioned that the major goals for shared print in 2007/08 are to facilitate the development of more comprehensive and diverse research collections available to UC library users throughout the system through efficient collaborative methods, offer significant economies to the campuses

through space savings and other cost avoidances (including elimination of redundant processing and records maintenance costs), and provide opportunities for re-allocation of library space and services to new, transformative uses. Other topics covered included the JSTOR project and concerns about a second phase under discussion, a streamlined process for decision making regarding shared print collections, the development of assessment methodologies for the program, the relationship of shared print to digital preservation (what is the copy of record?), the integration of shared print with collection development activities, and the status of current Tier 1 and Tier 2 shared collections. More information on these topics may be found in the minutes of CDC.

9. Discussion of BSTF Core Specifications. As a result of the discussion on the charge to the BSTF to develop a set of core specifications for a UC shared catalog, several ideas emerged as to what types of functionality should be part of the core specifications, such as: the coordination of selection for collection development, the inclusion of order records in the database, the ability to provide FRBR functionality, links to Table of Contents (TOC), books covers, etc., authority control, “get help” assistance for users, ability to manipulate data for ingest and export, interoperability with other systems such as Verde, detailed holdings information, real-time update of records, and a full range of user services, including “request.”

ACTION: HOTS members to communicate additional suggestions regarding core specifications to the BSTF by November 1st.

10. OCLC Discussion. The interim report to HOTS from CAMCIG on using OCLC as a single cataloging tool/data source was well received and its recommendations seem well considered. A fuller progress report is expected in early November.