

## **HOTS Annual Report to SOPAG 2008-2009**

HOTS held one in-person meeting and 10 monthly conference calls during fiscal year 2008-2009 because of system-wide travel restrictions. Several HOTS members also serve on our subgroups, the Cataloging and Metadata Common Interest Group (CAMCIG) and the Acquisitions Common Interest Group (ACIG), as well as the Shared Cataloging Program Advisory Committee. The chair of HOTS passed from Lee Leighton (Berkeley) to Lai-Ying Hsiung (Santa Cruz) in July, and HOTS welcomed several new members during this period as well.

The Next Generation MELVYL implementation continued to be a topic for HOTS during this year. HOTS reviewed the campuses' progress on their OCLC reclamation projects which are important in establishing UC-wide holdings in the WorldCat Local catalog. HOTS also discussed the issue of local holdings records in OCLC and the progress the Implementation Team has made on this complicated issue.

The HOTS group participated in discussions that led to the creation of the Next Generation Technical Services initiative. HOTS member Martha Hruska (San Diego) is a member of the Executive Team as well as serving as the Executive Team's liaison to the Steering Team; Jim Dooley (Merced) and Armanda Barone (Berkeley), chair of CAMCIG, are also members of the Steering Team. HOTS discussions on documenting and sharing language expertise among the campuses' technical services units were a precursor to Next Generation Technical Services. The Next Generation Melvyl group's focus on network level principles contributed to the development of Next Generation Technical Services as well. HOTS looks forward to working closely with the Next Gen TS Steering Team in order to maximize the productivity and efficiency of our resources.

The Shared Cataloging Program (SCP) was notified early in 2008 that it would receive an 18% budget cut during this fiscal year. SCP reviewed its procedures to identify work that they wouldn't be able to continue, and this information was conveyed to HOTS and SOPAG. HOTS and the Shared Cataloging Program Advisory Committee (SCP AC) discussed several options including partnering with the California State Library to catalog California state documents. A coordinated cataloging model for California electronic documents with 5 participating campuses performing original cataloging and automated harvesting and distribution of records by SCP was finally adopted.

HOTS discussed several issues from the Cataloging and Metadata Common Interest Group (CAMCIG) including use of the 655 field for dissertations, the WorldCat record use policy, reprint coding and RLF procedures, the cataloging and distribution of California documents pilot, the single versus separate records policy for serials, and cataloging practices for preservation microfilms.

In February 2009, ACIG (the Acquisitions Common Interest Group) submitted a report to HOTS about on order/in process records. The report was in reply to an inquiry from HOTS about the feasibility of including on order and in process records in the Next Generation MELVYL catalog. ACIG determined that most UC libraries do not set their holdings in OCLC at the point of ordering because of problems with maintaining those records. The issue will be reviewed again in conjunction with the larger issue of creating and maintaining local holdings records in OCLC.

## **2009-2010 Goals**

1. Research and develop any technical services processes needed for the effective performance of UC system-wide initiatives. Advise SOPAG on technical services standards and issues as necessary.
2. Assist the UC-OCLC Implementation Team as appropriate in the development of the Next Generation MELVYL pilot and advise them on issues related to standards, practices and data quality.
3. Work closely with the Next Generation Technical Services Steering Team in their work to redefine collections, move operations to the network level, and foster cooperation and collaboration among the UC technical services operations.
4. Provide guidance and oversight to the Shared Cataloging Program Advisory Committee and the Shared Cataloging Program by responding to issues needing policy decisions and identifying potential new directions for program development.
5. Provide guidance and oversight to the Cataloging and Metadata Common Interest Group (CAMCIG) by responding to issues needing policy decisions and identifying potential new directions in shared cataloging and metadata policies and practices.

6. Work with the Acquisitions Common Interest Group (ACIG) in identifying potential new directions and reviewing acquisitions policies and practices across the University of California system.
7. Work with the Collection Development Committee (CDC) and other groups as appropriate to improve coordination of book approval plans and print monograph purchasing to eliminate unnecessary duplication and to maximize campus resources.
8. Work with CDL by responding to issues regarding electronic resources needing policy decisions and identifying potential new directions in the management of electronic resources and electronic record management.
9. Share information relating to digital preservation programs, such as eScholarship, the Digital Preservation Repository and Web Archiving Services, and proactively assess their relationship to campus technical services activities.
10. Work with other UC groups and with organizations such as the California Library Association to create and promote education and training opportunities for the UC technical services staff.
11. Monitor metadata standards, particularly with regards to interoperability and integrated access. Monitor innovative uses of metadata including potential uses in products outside traditional catalogs that would provide improved intellectual access to materials.
12. Monitor national trends in collaborative technical services projects such as the Columbia University Libraries and Cornell University Library partnership. Monitor developments in organizational re-structuring, staffing, and retirement trends in technical services operations across the ARL libraries nationwide.

Lee Leighton  
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