

HOTS Conference Call Agenda

Monday, June 14, 2-4 p.m.

Phone Number to call: 866-740-1260 Access code: 7244443 (Jim hosted)

Present: Armanda Barone (UCB), Vicki Grahame (Chair, UCI), John Riemer (UCLA), Jim Dooley (UCM), Manuel Urrizola (UCR), Martha Hruska (UCSD), Anneliese Taylor (UCSF), Brad Eden (UCSB), Lisa Rowilson de Ortiz (LAUC)

Absent: Patti Martin (CDL), Mary Page (UCD), Lai-Ying Hsiung (UCSC)

Guests: Susan Boone, Shirley Higgins, Cindy Geraldo and Karleen Darr

Recorder: Manuel Urrizola (UCR)

1. Additional Agenda Items

2. Announcements:

- Karleen Darr is the new UCD rep.; will participate at next HOTS conference call;
- Anneliese away from work July and August; Jon Thomas will represent her on HOTS;
- UCI interim-UL appointed;
- AUL for Collections at UCB leaving.

3. Shelf-Ready Report (Brad, Susan, Shirley, Cindy)

Members: Keith Powell (UCI), Brad Eden (UCSB, Chair), Shirley Higgins and Cindy Geraldo (UCSD), Susan Boone (UCSF), Jim Dooley (UCM, Liaison)

- Brad summarized reporting process, examples, and recommendations.
- Cindy, Shirley, and Susan headed the charge of writing report.
- HOTS members are impressed with the completeness of the report and with recommendations.
- HOTS discussed and asked questions about various recommendations covering:
 - Shelf-ready;
 - Outsourcing;
 - Prioritization of backlogs;
 - Implementation of some recommendations sooner and others later via timeline;

- Negotiating consortium contracts---local and vendor needs; examination of feasibility of standardizing physical processing.
 - HOTS accepted Report including Appendix C, vendors and services.
 - Report is on HOTS wiki where it will be reviewed every 6 months (June and December).
 - Beyond report:
 - Investigate authority control as part of shelf-ready;
 - Investigate shelf-ready for media;
 - Share regularly information on outsourcing (e.g., vendors and services).
 - **ACTION:** HOTS members thanked and discharged members of Task Force and authors of Report.
4. HOTS Non-Roman Backlog Next Steps (Jim, Armanda)
- Armanda summarized next steps.
 - Discussion/Q&A included:
 - Reviewing minimal cataloging standards for CJK and other non-Roman materials; refer to CAMCIG.
 - Clarification of counts; **ACTION:** Armanda will seek counts clarification from individual campuses.
 - Prioritization necessarily involves Collections folk; **ACTION:** Jim will take up with CDC.
5. Wiki for HOTS (Anneliese)
- Discussion about:
 - Wiki and email;
 - Editing wiki pages and documents;
 - HOTS wiki versus HOTS website;
 - Opening HOTS wiki to others (e.g., ACIG and CAMCIG); **ACTION:** Vicki will send email of interest to chairs of ACIG and CAMCIG.
 - Draft minutes will be posted on wiki for edits.
 - HOTS members thanked Anneliese for setting up wiki.
6. Link type subgroup update (John)
- HOTS approves list of members; group will report to HOTS and John will be their contact.
 - Deadlines discussed

- CAMCIG will be added to groups to consult.
- **ACTION:** Vicki will discuss with UCI members about chairing subgroup; she will get back to John. [Update: Holly Tomren will chair]

7. UC' s responses to RDA related decisions and policies: document came from CAMCIG (Brad, Jim, Manuel, Lisa)

- Discussion on draft UC' s proposals on RDA:
- HOTS did not support proposal for parallel AACR2 and RDA records for titles in OCLC Connexion.
- **ACTION:** John will address authority record policies and two-for-one RDA subscription offer at ALA Big Heads if RDA update gets on the agenda.
- **ACTION:** HOTS will send parallel records proposal back to CAMCIG for them to do with as they please.

8. OCLC record use policy: A good test of the new policy is whether we or other institutions are aware of a legitimate-sounding use of records that appears to be proscribed by the new policy.

9. NGTS Update (Jim, Armanda)

10. Next Gen Melvyl / LHR (John)

- At least 7 campuses have sent LHR' s to OCLC.
- UCR is very close to sending LHRs.

11. Next Conference call: Monday, July 12, 2-4 p.m.

- Chair: Vicki Grahame (UCI).
- Recorder: Armanda Barone (UCB)