

National Coordinating Committee Fall Biannual Meeting
September 30 - October 1, 1994
Meeting Report

Present:

Members: J. Cain, A. V. Heinrich (Chair), K. Kahler (Incoming Chair), E. Krauss, Y. Matsudo, E. Okuizumi, H. Poe, J. Reed-Scott, T. Togasaki, E. Yutani; Observers: E. Gangloff (Japan-U.S. Friendship Commission), M. Paschal (Japan Foundation).

I. Greetings, Updates, Reviews

A. Membership Issues: Two new members who were unable to attend were welcomed in absentia: Ichiko Morita, Director, Japan Documentation Center, Library of Congress, replacing M. Albin, was represented at the meeting by Helen Poe, the new Chief of the Asian Division, Library of Congress. Eleanor Westney, Massachusetts Institute of Technology, is the new liaison with the American Advisory Committee of the Japan Foundation, replacing T. Rimer.

B. Information: The publication *Library of Congress Subject Headings Related to Japan*, supported in small part by the NCC, was circulated for members to peruse.

C. Review of Ongoing Activities

(1) **MVS Update (Amy V. Heinrich):** The draft final report on last year's project was reviewed. There was difficulty last year due to ambiguity in the MVS Project's guidelines concerning the eligibility of reprints of ceased periodicals. While many institutions requested reprints, others did not, considering them back issues of periodicals, clearly excluded. As a result, not all the funding was expended. The Commission agreed to let the NCC carry over the unexpended funds for the current year's project.

The members discussed whether to recommend revising the guidelines to accept reprints as eligible, and other problems of the MVS Project and possible methods of improvement. One of the suggestions was that applications be accepted only for complete sets with a specific number of volumes.

The division between the MVS project and the work of the Serials Subcommittee, chaired by Mihoko Miki (UCLA) with Yasuko Makino (Columbia), Hisami Springer (UHawaii), and Reiko Yoshimura (Freer Gallery of Art) as members, was discussed. The Serials Subcommittee was suggesting two separate projects for acquiring (1) back issues of serials and (2) current and new serials. AVH asked whether NCC was interested in both projects; whether reprints of back issues of still-current periodicals should be under the MVS or Serials subcommittee; and whether a liaison was needed between the NCC and Serial Subcommittee to facilitate coordination and project initiation.

It was generally agreed that while the issue surrounding back issues could be taken

up by either committee, a distinction must be made between current and reprinted defunct serials; the MVS committee should be responsible for reprints of defunct periodicals. AVH restated an intention of the project—to collect materials at risk of not being collected in the United States. Therefore, materials currently published are excluded on the grounds that they may be purchased by individual libraries; MVS support should be limited to materials at least a year or two old that have not been acquired in the United States.

Additional questions were raised. One, given the interests of many scholars in Korea and China, was if subject matter was an issue; and whether the NCC should support, for example, the purchase of Japanese Sinology. The Japan-U.S. Friendship Commission stipulated that the grant funding, in yen, must be expended in Japan. Another concerned the membership of the subcommittee, which, it was suggested, should rotate, in order to get a fuller representation over time of both geographic interests and scholarly disciplines.

The criteria used to select among applicants was discussed again; it was suggested that the MVS Committee should send with applications a copy of a good grant proposal in order to make the process more competitive. The MVS Subcommittee will take up these issues.

Yasuko Matsudo agreed to serve as NCC liaison to the Serials Subcommittee.

(2) Database Subcommittee Report (AVH):

Discussion of the Digital Information Project began with the transmittal of Maureen Donovan's apologies for the slow pace of the beginning of the project. Two separate issues were discussed. The first is that the Commission's funding was contingent upon an advisory board—a function which NCC agreed last spring to take on—to advise the project on the kinds of materials to be loaded for Internet access. The second derives from an additional Ohio State University digital information project, which has funding for a demonstration booth at AAS, in which the NCC was invited to participate. If NCC participates, then the booth can be used for both projects, making means of access known to people, and soliciting opinions from them; NCC can advertise its participation as well. However, the question of participation raised issues concerning the materials to be treated in the booth and whether NCC was willing to commit \$600 - \$1000.

In principle the members agreed that the NCC intended from its inception to go beyond traditional funders and help set directions, not necessarily control projects; the OSU project and participation in the booth would be a mark of success in this manner. For the Commission, as long as the goal of a project has not changed, then there will be no problem; the Commission as well encourages expansion, and does not have a problem with slight changes that invigorate intellectual growth.

The NCC concluded that because the booth promised to educate our community about our activities, and educate NCC members about our community's needs, it would be valuable to dedicate money to the booth. All material that pertains to NCC should be available on display, including the *NCC News*, information about National Diet Library use, and the Japan Documentation Center. The NCC unanimously agreed to participate in staffing the booth and to help fund it by contributing \$600, which will double the size of the booth.

The following kinds of materials were recommended for inclusion in the Digital Information Project: Tables of Contents of scholarly journals and of newspapers; materials relevant to teaching, although not necessarily traditional to Library collections, such as course syllabi; reference materials such as Books in Print; and -- in cooperation with the Japan Documentation Center -- such grey literature as is available to be put on line.

(3) CULCON:

The revitalization of the CULCON Committee, a binational committee formed in 1961, was discussed by E. Gangloff, the director on the U.S. side. Among other goals, the U.S. side is concerned with intellectual mutuality, such as channels of exchange, inspection of media, university and database issues. Culcon would like, based on the work carried out so far by NCC, to begin with a discussion of databases, and would appreciate a systematic report on proceeding with database access from NCC. Such a proposal is needed by December 1, 1994. Members agreed that both CULCON and the NCC should utilize the momentum in Japan for expanded use of the Internet and that this was crucial to NCC's future. A paper concerning this issue will be prepared summarizing what NCC has done and the issues and recommendations NCC has by AVH and JRS.

(4) Japan Foundation Library Support Program Advisory Subcommittee Report

There was not much to add to what was said at NCC's open meeting last spring at the AAS, but M. Paschal said that the Japan Foundation Advisory Committee meeting had been moved to early February, so the Advisory Subcommittee would receive applications earlier than last year, and would be presenting their recommendations at an earlier meeting. The Advisory Subcommittee will meet in conjunction with the NCC January meeting, which was set for January 6 and 7, 1995.

(5) CEAL Update

(a) E. Okuizumi presented some findings of a paper he prepared with Masao Ōta and published by the Subcommittee on Japanese Materials, CEAL, *Ōta Masao chōsaku mokuroku* (A Survey and Catalog of Prof. Masao Ōta's Works in North American Institutions). Prof. Ōta has written and/or edited sixteen titles in twenty-five volumes to date. This survey found that thirty-seven CEAL libraries together hold a total of 345 volumes of Prof. Ōta's works. A copy of the report will be distributed to NCC members as well as CEAL libraries.

(b) ILL Task Force Report: E. Yutani reviewed the preliminary results of the survey to librarians and faculty, as published in the *CEAL Bulletin*. There were some differences in the responses of the two groups, but the top three problems agreed upon were: i. lack of holdings information on-line for pre-1985 monographs and all serials; ii. lack of holdings for some materials in the U.S., and iii. non-availability of noncirculating materials. The follow-up to the report began at last spring's AAS meeting

where a new CEAL Subcommittee on Public Services was created to address such issues as the loan of non-circulating materials and coordination between East Asian libraries and central ILL offices. K. Troost (as Chair of the CEAL Task Force) talked with Mary Jackson, currently working on national ILL issues with ARL. Among the suggestions was the importance of establishing a liaison with the ALA ILL Committee to raise East Asian ILL issues on a national level.

(c) The Japanese Books Distribution Project: At the suggestion of Mr. Shibukawa, representing the Japanese Association for Private University Library Systems (JAPULS), has offered to distribute more than 100,000 volumes of duplicate books to overseas libraries. Mr. Okuizumi, as Chair of the CEAL Subcommittee on Japanese Materials, has been negotiating the gifts. The Japan Culture Center is willing to support shipping costs. The members discussed the benefits and problems of the gifts, including: (1) how to decide which books go where? The Japan side would like to send books in bulk, (2) while the Japan side will provide lodging and expenses incurred in Japan but not airfare for a delegation that will come to inspect the books, how will the membership of the delegation be decided? (3) should a list of the books to be sent be compiled? Approximately 150 to 200 libraries in Japan and approximately 100,000 volumes will be involved in the project. The members agreed that creating a subcommittee to deal with the details was necessary; that a subcommittee dedicated specifically to this project, and a truly balanced delegation will be created in the near future.

In conclusion, NCC strongly supports the project and will attend to it immediately. AVH and KK will draft a letter immediately supporting the project and send it before October 14, when EO will be presenting the U.S. side's position at a meeting in Sapporo. He will be able to provide further information at the January NCC meeting.

(6) NDL International Division Discussions:

The background to the discussions is that while some libraries may have direct personal contact with staff at the NDL and other Japanese libraries, there does not seem to be an official channel of communication and a system for ILL requests from librarians in the U.S. Y. Matsudo visited the NDL and discussed the problem with M. Hirano, of NDL's International Cooperation Division. M. Hirano introduced to her an article on international ILL services published in NDL's *Newsletter*, March 1994, stating that the service had been available since 1960. When materials are not available in the U.S. or Canada, it can be used, although it is expensive. Y. Matsudo distributed copies of the NDL article and its international ILL request form.

The members discussed how the article and the form should be publicized, since central ILL offices are not likely to read the NDL newsletter. KK said that NCC should talk to M. Jackson, who is with ARL and the National ILL Committee, and K. Troost, to ask for their suggestions. KK also asked if there was a mechanism to reach other libraries in addition to NDL. AVH stated that NCC wanted a consortium of Japanese libraries so that NDL was not burdened and so that a way to lessen the cost of borrowing could be facilitated.

E. Krauss noted that as an end user, he would sometimes prefer to purchase a copy of a book he needed, given the expense of ILL from Japan, and wondered if there

is a mechanism to buy old books, which are now defined in Japan as over two years old. It is also possible to contact the publisher directly, or the Federation of Antiquarian Book Dealers in the Kanda area, which has the ability to search by computer. (E. Okuizumi will provide contact information.) The difficulty of finding fax or e-mail addresses for Japanese companies was mentioned.

(7) Recon Project: present and future (Karl Kahler):

Discussion began with the proposal for a pilot recon project submitted by the NCC last spring, which was not funded due to the lack of a broad enough view and solid enough direction. The committee discussed future directions, given the lack of adequate resources from our traditional funding sources, the difficulty of coordinating planning and execution of projects, and the need to locate additional funding sources.

One direction is for the recon committee to work on a way to coordinate information regarding recon activities nation-wide; there does not seem to be any dissemination of pertinent information, although there is presently significant activity in various locations. Should NCC be used as a clearing house for such information? Recon is critical to the development and progress of Japanese research libraries. The possible loading of the National Diet Library records was discussed. RLG has conducted a survey concerning the value of the JapanMARC records, and the results should be available soon.

The members agreed to support efforts to load JapanMARC records retrospectively to 1948; to work toward a National Recon Clearing House; to update publicly available information on the current state of local recon projects; and to submit a new recon proposal by March 1.

(8) AAU/ARL Foreign Acquisitions Project (J. Reed-Scott):

The project is a national effort between the Association of Research Libraries with the Association of American Universities (consisting of fifty-six U.S. and two Canadian research institutions). The long term aim of the Japan portion of the AAU/ARL Foreign Acquisitions Project is to utilize information technology to improve access to Japanese science materials initially in three fields: (1) biotechnology, (2) optoelectronics, and (3) computer manufacturing. The Japan demonstration project will focus on network-based access to scientific and technical serials published in Japan and on defining a structure for deciding responsibilities for collecting, cataloging or indexing, and delivery of these resources. One potential product is an electronic guide to the Japanese literature on each of the three subjects, perhaps taking the form of a site on the World Wide Web. The server, which will be established by Ohio State University, will be used to provide table of contents information and other resource directories. (This is a component of the NCC/OSU project coordinated by M. Donovan.) Strengths of the project include the ability to cross-reference and the potential that the three areas can have a direct impact on research in the U.S. and Canada. Prompted by concerns about earlier failures of similar projects, JRS stated that this project was fundamentally different in two major ways: (1) information such as articles can be sent via electronic mail and (2) machine translations are available to indicate to the user the pertinence of the articles.

Further discussion included ways in which the project can strengthen connections between East Asian Libraries and their host institutions, by demonstrating the value of Japanese information to a wider user group than those in Japanese studies. The importance of international standards for the sharing of electronic information was discussed as well.

(9) Japan Documentation Center (Helen Poe):

H. Poe, New Chief of the Asian Division, Library of Congress, and representing Ichiko Morita, Director, Japan Documentation Center (JDC), presented NCC members pamphlets discussing the JDC. She also reviewed conditions in the Library of Congress, concerning such issues as collection development policies and staffing issues.

The JDC still has to hire a reference librarian and translator. The official opening of the JDC and its Tokyo Acquisitions Office in Tokyo in September was, according to T. Togasaki, a tremendous success, with serious support from publishers, industry, and government sources.

II. New Activities

A. Serials Subcommittee (AVH):

The Subcommittee is chaired by M. Miki, with Y. Makino (Columbia), H. Springer (Hawaii), and R. Yoshimura (Freer Gallery). The committee will be preparing a proposal concerning support for national projects to fund the acquisition of (1) back issues and reprints and (2) subscriptions to new serials. Y. Matsudo agreed to serve as NCC liaison to the Subcommittee.

B. Librarian Training and Recruitment (AVH):

(1) Subcommittee Chair Report: S. Yamashita was unable to attend the NCC meeting, but has formed a Subcommittee to process the data collected by Pat Steinhoff for the JF Directory, and prepare a proposal for the spring. A report will follow.

(2) NDL Request/Proposal: A workshop offered by the NDL which is focussed on Japan MARC and NDL local systems was discussed. The NDL has organized training programs focused more on Asian participants, but they wish to open up the programs for American and European librarians as well. Therefore, the NDL would like to know our suggestions and what our needs are in this regard. A proposal was suggested concerning the need for training people in collection development, ILL, acquisition methods, and purchasing programs for U.S. librarians. AVH agreed to forward these recommendations in a letter to the NDL.

C. Directorship (AVH):

Although job announcements were posted on the internet and in the

AAS Newsletter, there have been no responses. Discussion led to the conclusion that NCC might do better in trying to reach audiences other than librarians and scholars with its job announcement, to reach a pool of administrators who are familiar with the goals of non-profit organizations and experienced in fundraising. Suggestions were made to place the job ad in the *Chronicle of Philanthropy* as well as *The New York Times*. JRS suggested that the duties of the Director could be coupled with those of an institution like ARL, for instance.

AVH stated for the record that the position of Directorship was becoming too big, money was available, but all NCC members had other responsibilities making the Chair a difficult position for people with full-time jobs. A concern was expressed that it might also be difficult to make the Directorship attractive when funding for the position could change each year. KK, in discussing the definition of the Directorship, said that the position is not location-dependent and this fact should be emphasized.

The Nominating Committee, in coordination with the current Chair, will be responsible for recruiting applicants.

D. Art Exhibitions Catalog Project:

The project has moved ahead slightly thanks to the work of I. Koide of International House. Specific plans for the project are expected for the January 1995 membership meeting.

III. Past and Future

A. Bylaws:

AVH opened the meeting up to recommendations that members may have about changing the Committee's bylaws. A number of specific recommendations for revising the bylaws were made. One set of issues concerned the election of the Chair: Who votes? What kind of election shall be conducted, and what is a quorum? The answers to these questions, respectively, were: all NCC members vote; a quorum was defined as one half of the membership plus one. The phrase "by participating members of NCC" will be added to the bylaws in regard to election of the position of Chair.

Other topics of discussion included the nature of formal involvement from the Japanese side; the legitimacy of the NCC in the Japanese research community; and the value of increasing the involvement of the Japanese Studies librarian community in the United States.

In addition, it was suggested that the new Director position be assigned the duties of Secretary and Treasurer, and provision should be made in the Bylaws to prevent one person from assuming all duties. Further changes proposed include opening the chair of a subcommittee to non-NCC members, and that the chair of a subcommittee should have voice

in choosing subcommittee members.

AVH is to draft these changes and distribute them to members for review before a vote at the January 1995 meeting.

B. *NCC News*:

Questions about the management of the *NCC News* include continued use of the AAS mailing list for Japan-related members, and the desirability of creating an NCC mailing list; it was decided to produce and distribute the next issue the way it has been done, and consider changes for the 1995 issues.

C. Guidelines and Procedures for Selecting New Members:

The desirability of having a liaison member from Japan was confirmed. In addition, it was agreed that the Nominating Subcommittee should be responsible for soliciting potential participants, and more publicity was needed to include a wider group from the represented community. The Nominating Committee, after compiling a list of potential candidates, would then make its recommendations to the NCC Committee. An election of two-thirds majority of the incumbent members of the NCC would determine potential new NCC members. Ideally, four of approximately twenty candidates pooled should be recommended. It may require active solicitation, inviting specific people to participate, since so many librarians and scholars are too busy to consider volunteering. It was concluded that the Nominating Committee will have to act within the next month.

IV. Added Items:

A. A member raised the question of collecting television news tapes; there presently exists no place in Japan or the U.S. that currently collects television news; there is no archive of at least NHK. Repositories could be opened at UPittsburg or UHawaii. Was this project within the scope of NCC? The Committee agreed that this is within the NCC's scope and that it should be investigated in more depth in the future.

B. K. Kahler, on behalf on the NCC Committee, thanked AVH for her leadership over the past three years.

AVH, 12/1/94