

National Coordinating Committee on Japanese Library Resources

**September 17-18, 1999
New York, NY**

Meeting Summary

Attendees: Kristina Troost, NCC Chair, Tsuneharu Gonnami, Mihoko Miki, Patricia Steinhoff, Laurel Cornell (September 18 only), Ichiko Morita, Hideyuki Morimoto, Amy Heinrich, Mary Jackson, Karl Kahler, NCC Director

Members unable to attend: Scott Edward Harrison, Tamiko Matsumura, Stephen Miller

Guests: Toshiki Ando (Japan Foundation), Laura Potter (Japan Foundation), Margaret Mihori (Japan-United States Friendship Commission - September 18 only)

I. Welcome

Heinrich convened the meeting at 9:15 a.m., welcoming attendees and announcing that Troost would reach the meeting late because of travel delays caused by Hurricane Floyd. The hurricane also forced Harrison and Miller to cancel their flights to New York altogether. Troost arrived at 10:30 and chaired the rest of the meeting.

Attendees extended their sympathies to Matsumura upon learning that she would be unable to attend the meeting because of her mother's death.

II. Japan Foundation Update

Japan Foundation Library Support Program.

Ando announced that the Japan Foundation Library Support Program will maintain the basic structure of the program in 2000-2001. The Foundation, however, is considering changes in the future: the present two categories (Category A for younger collections and Category B for advanced collections) will become one category only; and the present two methods of award (book donations or monetary grants) will become monetary grants only. However, in regards to Category A, there is an ongoing discussion about how the less developed libraries in Japanese Studies should be treated. To accommodate those now in Category A, the present limit of Y2,000,000 per institution would be relaxed for junior collections. These changes will probably come about during 2001-2002.

The JF noted a severe decrease in the number of library support applications this past year. The American Advisory Committee has said that this is a temporary change because of a shifting of staff in several libraries. The JF hopes for more applications this coming year.

Center for Global Partnership.

The Center for Global Partnership is experiencing a decline in income because of the economic situation in Japan. The CGP is therefore reevaluating its program and reviewing its grants. As a result, the CGP has decided to terminate its support of the Access to Information category. It accepted applications for this category for the last time on July 1, 1999. The Center will concentrate in the future on support in the Intellectual Exchange Programs for 1) Policy oriented research and 2) Intellectual dialogues. Intellectual exchange will center on five basic issues: 1) International economics; 2) Civil society; 3) Security; 4) Sustainable development; and 5) Health care and aging. The CGP is now accepting suggestions on priorities for each issue. These priorities will be announced to the public subsequently.

A summary of the discussion that followed:

Question: Next year will be the fourth year of the senior librarian training program, and the year after will be the fifth year. Will the program be extended beyond that? Answer: This program is supported by the Personal Exchange budget. A decision will come after a review of the program.

Question: Canada has few Japanese Studies librarians. Would the JF accept training of junior Canadian librarians? Answer: The Foundation carefully considers the needs of each country.

There is a wish, however, to have an equal level of expertise among those at the training sessions. Question: CGP's abolition of support for access to information is parallel to CULCON's decision. Did CGP follow CULCON's lead? Answer: There is no information on how the decision was reached, but it was discussed with CGP's Advisory Committee. Question: Would the JF Library Support Program consider supporting serial acquisitions? Answer: Coverage will not be broadened to journals. It was then pointed out that support of serials is a problem since libraries should have long runs in order for their serials to be useful. Perhaps we should be considering support for documentary delivery instead.

Action: NCC will write a letter to the JF urging continuation of the training program beyond the fifth year.

NCC and CEAL both will write letters supporting a program for training junior librarians. NCC will ask those who have participated in the senior librarian train to write letters of support.

NCC will make a list of junior librarians in the US and send it to the Japan Foundation.

III. Japan-United States Friendship Commission Update

Mihori announced that the JUSFC met on September 16-17 and approved NCC's grant application "Next Decade Planning Meeting to set the agenda for the NCC for the first decade of the 21st century". This grant will partially support the meeting to be held in San Diego prior to the annual meeting of the Association for Asian Studies.

The JUSFC will begin the new FY on October 1, 1999. Funds held in yen currency have been moved to dollar currency thereby guaranteeing a greater return in interest. The Commission will be able to spend annually 5% of the dollar equivalent of its original principle at an exchange rate that is most favorable. The Commission's resources will therefore increase somewhat while the principle will be preserved.

The Commission has put out a call for ideas on future projects that the Commission should undertake. The Commission is interested in NCC's response to this call. The Commission will organize a meeting and perhaps a teleconference to discuss these ideas sometime in the spring of 2000. Updates on this meeting will be posted on the Commission's website: www.jusfc.gov

IV. Japan Documentation Center

Morita announced that the Japan Documentation Center will close on March 1, 2000. The higher administration at the Library of Congress supported JDC activities, but decided not to continue the Center without outside funding. The Asian Division has chosen not to seek further funding, but instead has opted to discontinue the JDC unit. Morita was informed that JDC's function will continue to the extent that LC will keep collecting grey literature through their exchange with the National Diet Library and through other means.

The other function of JDC, providing access for non-experts to Japanese grey literature, will cease. LC's plan to catalog grey literature on a collection level will mean the researchers that JDC now serves will have no clear access to specific items.

The future of the database created by JDC is in question. Poe says that the database is LC's property, and she is waiting for LC's decision on what to do with it. Since this database is

separate from other databases at LC, a copy might be given elsewhere to another institution interested in maintaining and upgrading it.

A summary of the discussion that followed:

We need a clearer idea about the costs to staff and maintain the database. We may be able to get funding from Japan because the database is internationally accessible. One possibility would be to urge an LC/NDL cooperative project. LC is very much interested in making a visible contribution to Global Resources, and this database would be a definite LC contribution to that effort. Neither LC nor NDL is likely to propose such a project because of other higher priorities. Perhaps instead it could become a part of the database at Ohio State, or it could be maintained in some way by ARL. The concern with those possibilities is that 1) the database should not be limited to academic use, but instead the present outreach to the public should continue and 2) the database should continue to be accessible without fees.

Action: AAU/ARL, JDC, and NCC will further explore ways to keep and upgrade JDC's database.

V. Japan Liaison Report

Matsumura sent the following report:

Report from Japan Liaison

NCC Fall Meeting, 17-18 September 1999, Starr East Asian Library, Columbia University, New York

As the report on the meetings in Japan from the Chair is covered under Item IV in the Agenda, a brief report on the Meeting for US-Japan International Access, 23 July 1999, and the status report on the establishment of a new center for informatics will be given here.

Meeting for US-Japan International Information Access, 23 July 1999, University of Tokyo Library

The meeting was organized by the University of Tokyo Library on behalf of the ANUL/JAPUL International Committee on the occasion of Dr Troost's visit to Japan with a view to discuss the Pilot Project on US-Japan Document Delivery.

The meeting was attended by 17 participants, including Dr T. Ochiai, Director, University of Tokyo Library, and Chair of the Special Committee for International Information Access of ANUL, Mr. I. Sasakawa, Director of General Affairs, University of Tokyo Library, Mr. S. Fujikawa, Director of Information Services, University of Tokyo Library, Mr. Kato, Deputy Director, Library and Information Services, Keio University, Mr. H. Hoshino, Director of Information Systems, Hokkaido University Library, Professor A. Miyazawa, NACSIS, and T. Matsumura, NCC Japan Liaison.

A brief progress report on the Pilot Project on US-Japan Document Delivery was presented by Mr. Sasakawa, in which he indicated that the participating libraries had increased to 7 universities. The discussion focused on the difference in the understanding of both sides with regard to the major objective of the project: i.e. the issue of charging. After the exchange of views the meeting concluded that the major objective of the pilot project would be to study the technical feasibility of electronic document transfer between

US and Japan.

The University of Tokyo Library Book Contents Database

The demonstration of this system was made following the discussion session of the Meeting for US-Japan International Information Access at the Tokyo University Library on 23 July 1999. This system contains information about books from table of contents, summary/abstract, book cover, strip, etc. As of April 1999 the system holds approximately 150,000 items from the University of Tokyo Library collection covering both Japanese and non-Japanese language books. The system is linked to the Library's OPAC so that the location of the retrieved book can be identified. It is accessible on Internet and will provide a very useful source of information for Japanese studies in the US.

URL: http://contents.lib.u-tokyo.ac.jp/contents/index_j.html

Establishment of a Core Research Institution for Information Studies

The Organizing Committee for the Establishment of Core Research Institution for Information Studies published its Interim Report in July 1999. The proposed research institution will be called Kokuritsu Johogaku Kenkyūsho (provisional) and an institution for mutual use for universities.

It is expected to establish in the year 2000 in Tokyo. The new institution is based primarily on the existing NACSIS: it consists of 7 major groupings and two centers for research; a R&D division which will manage those NACSIS service operations such as library-related database services, liaison with learned societies.

Discussion of the report brought forth the following points:

1. The University of Tokyo database can be searched by keyword.
2. The database is information on recent acquisitions at the University of Tokyo. It covers every subject.
3. The database will be expanded chronologically backwards.
4. The Core Research Institution may be a replacement for NACSIS. What will this mean for NCC since NCC has a certificate of understanding with NACSIS?

Action: NCC will see if there is a link from the Ohio State database to the University of Tokyo database.

NCC will inquire further about the relationship between the Core Research Institution and NACSIS.

VI. Bi-national ILL

US/Japan Document Delivery Pilot Project.

Jackson announced that nearly 20 American libraries applied to participate in the US/Japan document delivery project. It was difficult to select the final 10 participants because all of the applicants were qualified to take part in the project. The final group was chosen based upon geography, a public/private mix, and the ability to deliver materials on science and technology and law.

Jackson distributed a draft of the document delivery forms. She noted that the project hopes to begin document exchange beginning in November and continuing until the end of March. Message exchange will be by e-mail with Japan using Epicwin and the US using Ariel. A

Canadian library is not part of the project because it is unclear whether Canadian libraries can use Ariel, or not.

Participants' views on charging differed, but all agreed to waive charges. Some will limit requests to five per month, others will accept an unlimited number. All participants will keep track of the volume of activity and will report on both what worked and what didn't work.

A summary of the discussion that followed:

Comment: there is a worry that this form is yet another new format that people will have to learn. Especially, this can be a problem if the exchange goes through the library's ILL Department where people prefer to use standard forms. It was suggested that participants develop a web-based form to use. Comment: Approaching each institution's Director with information about this project worked well. Future reports and communications should continue to go to those at the highest administrative level. Comment: It is useful for news about the project to be displayed prominently in the ARL newsletters. Question: will participants' OPAC URL be available for quick access to holdings information? Answer: Yes. Question: Can libraries use this project to order materials from Japan even though those materials are held somewhere in the US? Answer: yes, if delivery from Japan would be faster. Suggestion: This project might have its own e-mail address at ARL thereby supporting a quick capturing of information for reports and also readily giving a sense of what is being requested.

Question: Will it be possible to open this project up to others? In particular many small colleges have needs but now are not members of the project. Answer: In Japan perhaps the project can expand to other ANUL libraries, though there is some concern about communication procedures. In the US a long-term strategy is to allow any library to take advantage of the service if it says it wants to join and is willing to loan materials. Question: Do we perhaps need a fund in Japan to draw on? Answer: We need some sort of mechanism. There is a plan to create an electronic payment mechanism, and we may need a funding source to turn this idea into a pilot project. There is a question of how to balance funds and also how to have a good reporting system. Comment: We may need a short-term grant to sustain the momentum until an ideal mechanism is worked out.

The Waseda Project.

Since Hawaii, Massachusetts, Kansas, and Columbia have joined the project, a total number of participants is now 16. The project is going well: documents are sent by Ariel; books are shipped by airmail; there were no more than 10 transactions per institution, and the volume per institution was balanced. Since the project will end in November, it must soon be extended, or it must change from a project to a regular service.

VII. Report on the Chair's Trip to Japan

Troost reported that she attended two productive meetings about license agreements with Asahi and Nichigai. Asahi emphasized that it does not want separate agreements for Japan and for the US. Troost stressed that the American-side is of the same opinion. Asahi stressed that they want to prohibit use of the database for linguistic analysis. Troost distributed the ARL license agreement. The Japan-side was also interested in the Nichigai license agreements.

A summary of the discussion that followed:

Since American universities have legal departments that review all agreements, individual institutions may ask for slight changes. Certain issues are inflexible, others are not. We must seek shared agreements. Perhaps we could ask for a special addendum to the agreement for US users, following the ARL principles.

Action: Troost will write a letter explaining that American universities require that their legal department review all agreements.

Troost also visited Nichigai Associates to ask about consortial purchases. Nichigai answered that they have multiple site licenses for companies in Japan, and they were open to using that system in the US for university consortia; that is, instead of the multiple sites being branch offices of one company, they could be locations in several universities.

VIII. ANUL Project

Troost reported that Eddy Harrison has transmitted several formats successfully. He will write down correct procedures and distribute them to project participants. Jackson noted that US participants must use these procedures to send messages to an e-mail address.

IX. MVS Project

Fred Kotas submitted the following report by e-mail:

**FINAL REPORT, Multi-volume Set Project
1998-1999**

This year's Multi-volume Set Project Subcommittee consisted of the following members: Rob Britt of University of Washington (Law), Frederic Kotas of Cornell, Lynne Kutsukake of Toronto, Steven Snyder of Colorado and Stephen Vlastos of Iowa; Kotas and Snyder served as co-chairs. The schedule of events was considerably later this year than in the past: Announcement of competition and guidelines were disseminated electronically on December 4, 1999, with deadline for submission of applications set for February 20, 1999. Eleven institutions submitted applications, requesting NCC support toward a total of 30 titles. Upon receipt of application packets, the librarian Subcommittee members searched bibliographic utilities and elsewhere to determine North American holdings of requested titles; Japanese studies libraries around the country were also informed of titles nominated for support, since only a few institutions have completed retrospective conversion of their holdings to electronic form. A complete list of candidates was also sent to Japan Publications Trading Company (JPT) with a request for prices excluding consumption tax, availability and sales history. JPT initially reported that publications of Ozorasha would be unavailable due to financial problems the firm was experiencing and ongoing restructuring as a result. JPT later reported that Ozorasha titles already published would be available until the beginning of June 1999. The news about Ozorasha was not only a cause for concern during the initial phase of preselection activity, but also informed some Subcommittee decisions regarding titles to be awarded in 1999.

Again this year the Subcommittee chose to reserve all judgment until a meeting of the full membership, and after all titles ineligible for consideration had been eliminated as candidates. A meeting of the Subcommittee took place in Chicago on April 17, and several hours were given over to careful consideration, one by one, of the merits of the titles nominated for support, the arguments made for them both in terms of their value to the Japanese studies community as a whole and the appropriateness of applicant institution as "home" to them. The Subcommittee agreed upon its own interpretation of the new guidelines, and at the outset decided to generally fund at 75% only those titles fully published by 1997, funding at 50% titles published in 1998, or not yet fully published. As in the past, individual Subcommittee members refrained from discussing or voting upon proposals submitted by their home institutions. The members reach consensus in an unexpectedly short time. It was necessary to make some adjustments

due to lack of availability of portions of two titles, and additional communication via e-mail followed the meeting, resulting in the approval of one more title, with the remainder of funds to be carried over to 1999-2000. Ultimately, support was provided toward a total of 19 titles, requested by ten institutions, amounting to a total of Y8,969,628. An effort was made to distribute awards to as great a number of institutions as possible, while closely following project guidelines. Successful applicants were initially informed by e-mail so that they could place orders as quickly as possible, with printed announcements following. Gift plates were mailed to recipient institutions; those institutions were reminded that they must provide a printout of a MARC record as evidence of cataloging as soon as possible. JPT sent notification that all orders had been received, filled, and shipped by the middle of May, but several institutions, including Cornell, have not yet received full sets of titles ordered, and it has been impossible to provide original cataloging for those titles.

Generally applications were better than those of the two preceding years, though there remains room for improvement; at least one institution failed to provide evidence of having searched to determine availability of proposed titles in North America. Greater attention needs to be paid arguments for the need for an particular title, and more particularly, more attention should be paid to arguments for institutional priority. I think we must remind ourselves of the original purposes of this project--also expressed in the guidelines--and not view it as a way to supplement acquisitions budgets or gain additional title or volume count.

As outgoing member and co-chair of the committee, I wish to express my thanks for being permitted to serve the national Japanese studies community. I strongly believe there is a continuing need for this important program: in no year that have I served was there sufficient funding to provided for all titles nominated. And this year, for example, at least two of the funded titles were published nearly ten years ago, yet hat not been purchased by a single North American institution. The MVS Program makes it possible for smaller institutions to purchase titles outside of the range of their normal acquisitions budgets, and indeed, even comparatively wealthy institutions need assistance with titles that costing 20 or more thousand dollars.

Changes instituted by NCC have made it necessary to revise Project guidelines of the past two years, and they have grown increasingly complicated. I would urge that should NCC determine a need to fund, for example, microfilming projects--something that was actually suggested last year--it be done in a program quite separate from the Multivolume Set Project. For purposes of better two way communication, I would also suggest that NCC include both co-chairs of the Subcommittee in meetings at which project matters are discussed.

All views expressed in this brief report are mine alone, and do not necessarily reflect opinions held by other members of the Subcommittee. I apologize for any errors and/or omissions, and once again I wish to express my gratitude to NCC and to the people with whom I have served for their understanding and their patience.

Frederic Kotas
Co-chair
Cornell University

Comments to the report:

We should note that Kotas suggests that we make no new changes to the guidelines this year.

Shipments have been slow to come from Japan this year.

Action: NCC will ask that the final report and the call for new applications be published in JEAL.
NCC will ask that samples of good applications be put on the web.

X. Union List of Japanese Serials and Newspapers Project

No report came from Maureen Donovan.

Troost has asked that Phase I of the project be completed before the 2000 Planning Meeting in March.

Donovan would like to add the list of titles compiled by Yasuko Makino and Mihoko Miki. Donovan finds downloading individual library databases to be too labor intensive. She would therefore like to jumpstart the project by having the Makino-Miki list input manually.

Miki expressed strong reservations about the proposal. She feels that the list is now a decade old and out-of-date, and therefore downloading current databases is better than keying in rather inaccurate information. Jackson pointed out the downloading of individual library databases requires a rewriting of individual programs.

A summary of the rest of the discussion that followed:

Donovan has time to supervise only one more student to work on the project. It is not good that she must do all the supervising and oversee all the inputting. Responsibilities should be broadened to others in the field. Since it is now hard to edit Donovan's program, it would be good to have a workshop on procedures so that work can be distributed. Perhaps we could divide responsibilities by types of materials, or perhaps we could cooperatively update holdings just as we now cooperatively catalog.

Our primary goal should be to get titles as fast as possible into the database. Then we can add holdings and create links to catalogs. Since Donovan has a capacity to initiate a Z39.50 standard search, perhaps we should see what is needed to get that procedure in place.

Action: The majority supported the proposal to key in the Makino/Miki list. NCC will convey this to Donovan. First, however, NCC will ask OCLC or RLIN about the feasibility of their creating a snapshot of current titles and holdings.

NCC will seek to broaden responsibilities for updating the database and will work towards developing an input technology that contributors can use easily. NCC will also look to the development of a web input form for new titles.

NCC will allot time at the 2000 Meeting for thorough discussion of this topic.

XI. ARL Japan Project

The ARL newsletter will put out a special issue on the Global Issues Program. One phenomenon discussed in this issue is the problem of "cataloging delay": it takes longer than usual for some foreign materials to reach library shelves because of delays built into some libraries' processing procedures.

XII. Cooperative Collection Development

JAPUL's plan to distribute duplicate copies to libraries in the US is no longer active. Waseda University has a project to distribute duplicates to four libraries in the US. These four would then

redistribute duplicates to other libraries in the US. Many of the duplicates are obsolete or are Japanese translations of works originally in English or other European languages.

Action: NCC will place this topic on the agenda of the 2000 Meeting.

XIII. Japan Art Catalog Project

Kahler relayed the news from Reiko Yoshimura that the processing of JAC materials at the Freer Gallery is going well.

Using the Japan-US JAC Project as a model, the Tokyo JAC Office is now sending catalogs to four other libraries in the world: Paris Nihon Bunka Kaikan; the National Library of Bangkok; the University of Sydney; and the University of Heidelberg.

From the second shipment on, the Tokyo Office has sent only catalogs on Japanese and Oriental art to Freer because Freer is not planning to receive or process catalogs on Western art. Paris, Bangkok, and Sydney have requested and are receiving catalogs on Western art.

NCC has a project to send catalogs on Japanese art published in the US to the Tokyo JAC Library. This project has not been active recently.

Action: Kahler will ask Mimi Yiengpruksawan to join the JAC Project Task Force.

NCC will seek to establish a Western art project as a supplement to the present JAC Project.

NCC will review the sending of American catalogs to Japan.

XIV. Report from CEAL

Morimoto reported that Sachie Noguchi was the representative to NCC from January to March. Morimoto became the representative in March.

The annual report of the Japanese Materials Committee for 1998 was released in 1999 and is on Noguchi's website.

The Japanese Materials Committee met in Boston on March 11. The program began with a Mini-Seminar on Image and Graphic Databases followed by reports: 1) The Third Senior Librarians Training Program; 2) Internal Flow of Japanese Information; 3) The European Association of Japanese Research Specialists; 4) CD-ROMs at Kanazawa Institute of Technology; and the upcoming Workshop on Japanese Rare Books.

A Japanese Studies Librarian Training Workshop was held on March 13 and 14, 1999, at Harvard University. The Workshop was well received, with follow-up requests from participants for more workshops in the future. The Committee will probably sponsor such a workshop in 2002.

The president of CEAL wrote a letter to high administrators at LC expressing support for the Japan Documentation Center.

XV. Report on Library of Congress

Next year will be LC's bicentennial. A list of plans to celebrate the event is posted on LC's website. There will be a lecture series by directors of national libraries. We should think about representation for Asia/Japan.

LC's integrated library system will be functioning in October. The database does not yet have a CJK capacity. This capacity is currently being developed. Until it is completed, CJK records are retrievable only in romanized form, and cataloging is still being done on RLIN.

Retrospective conversion of holdings will begin after database conversion is complete. This task will take several years to finish.

LC is undertaking a national digital library project. There is a question of what to digitize. So far, LC has selected only materials on North America for the project, but that includes materials on American relations with foreign countries.

The Asian Division is looking to fill many vacancies which means the retroconversion of CJK materials may be postponed for two years. In the meantime the serials arrearage project is going well. 2,000 titles were processed both last year and this year.

Japanese rare book cataloging has proceeded with processing completed on 5,000+ pre-Meiji titles, mainly on the humanities. This project was greatly aided by a group of bibliographers from Rikkyo University who have been compiling a catalog of LC holdings.

The Japan Documentation Center will close. The reference person is now serving only on a half-time basis. The Tokyo Office will collect materials only until the end of March of next year. These materials will go to the Asian Division of LC.

XVI. Report from NEAC

NEAC assumed responsibility for a part of the Social Science Research Council's program. Regional seminars will be under the aegis of NEAC. NEAC is receiving additional funding from the Japan-United States Friendship Commission to undertake these seminars.

XVII. NCC and Subcommittee Appointments

Troost will contact select teaching faculty to recruit a new faculty representative to NCC.

A Search Committee will seek to appoint a new chair of NCC who will assume office in 2001, and who will attend NCC meetings in 2000. The Committee is: Kahler, chair, Morimoto, Morita, and Steinhoff.

Morimoto's replacement as general NCC member will be made when Troost's term as chair ends and she rotates off the Committee.

Troost will ask a faculty member to join the MVS Committee.

Troost will recruit replacements on the Japan Foundation Library Advisory Subcommittee.

Kahler will recruit a faculty member to serve on the JAC Project Task Force.

XVIII. The 2000 Planning Meeting

NCC will host the Next Decade Planning Meeting on March 6-7, 2000, in San Diego just prior to the AAS meetings.

The meeting will begin with a review of the Hoover meeting, followed by reports from the JF and JUSFC as well as from LC, NDL, and NACSIS. Nine or ten participants from libraries in Japan will be asked to give a summary of their library's future planning.

Discussion groups will review background papers on: 1) Library collections; 2) Information processing; 3) the Japanese Studies librarian; 4) Serving the isolated scholar; and 5) International cooperation.

A summary of the discussion that followed:

Perhaps there should be a separate session on newspapers and serials.

We should provide for a review of licensing and copyright issues.

We should also address the problem of digitizing materials.

Action: NCC will review the above suggestions and will recruit members from the library community to write background papers on the topics.

XIX. NCC Homepage

Discussion of this topic will be conducted later by means of e-mail.

The next NCC meeting will be on January 7-8, 2000, in Seattle.