

## California Electronic Documents Cataloging Pilot Project

### **Background:**

The Cataloging and Metadata Common Interest Group (CAMCIG) of the University of California began discussions in Spring 2008 about new approaches to California electronic document cataloging in response to a looming cut to UC's Shared Cataloging Program (SCP) budget. SCP had been responsible for monitoring the cataloging of electronic publications for a list of California state agencies (a selected list developed by the UC Government Information Librarians group), and distributing those records to the ten UC campuses for inclusion in their local OPACs as well as the union catalog, Melvyl. The budget cut, effective July 1, 2008, reduced SCP staff levels and made continuing this work impossible. Recognizing that the critical work of electronic state document cataloging and record distribution must continue, CAMCIG approved two complementary proposals that would share the intellectual work through collaborative effort and take advantage of automated processes.

Printed state documents that come to UC libraries are not a part of this effort, and are still handled separately by staff in those depository libraries.

### **Proposal #1: Shared Record Creation** (also called the Berkeley Proposal)

UC Berkeley staff developed a proposal to divide the agency list among five campuses, with each taking responsibility for monitoring those agencies for new electronic publications, selecting publications for cataloging, checking WorldCat to see if copy exists, and creating a new record if no copy is found. Five campuses made the commitment to participate, and the agencies each took responsibility for are shown in the appended table. CAMCIG agreed that this would be a pilot project subject to evaluation in March 2009. Campuses began original cataloging in September 2008, and staff are tracking data in terms of both selection and cataloging that will be used in project assessment.

Each campus handles their own workflow, and because we assume that each campus is fully capable of handling original cataloging, there are no written procedures to coordinate this effort. We expect the five campuses to handle serials, monographs, and integrating resources. Campuses may choose to upgrade substandard copy as their workload permits. CAMCIG agreed not to mandate LC or CSL classification for these electronic materials. We do not expect to catalog all publications of an agency.

Some concerns still need to be resolved. A sustainable digital preservation program for electronic California documents is needed for a variety of good reasons. There have also been some questions about single vs. separate record techniques, including the official cataloging policy of the State Library, and how print workflows mesh (or do not mesh) with electronic.

### **Proposal #2: Automated Record Harvesting and Distribution** (also called the SCP Proposal)

Based on a new search capability within WorldCat, SCP staff proposed that a regular, monthly search could be implemented--with little or no manual intervention--that could gather

electronic California documents records that had been created or updated within a specific date range. This automated search would include any records created through Proposal #1. Such an automated search would not be perfect: some records would be missed, and individual records would not have their content evaluated (e.g., broken links would not be fixed). Because the process is fully automated, SCP staff could do this quickly, and the records could be distributed to local OPACs (and from them, to Melvyl) as part of SCP's regular weekly distribution process.

The search criteria and details of the processing workflow can be found on the SCP Web site at <http://www.cdlib.org/inside/projects/scp/caldocsonline.pdf>.

Two UCLA staff members volunteered to do some analysis of the monthly harvested packages so that we can understand better the quality tradeoffs we are making by not manually examining the records. If significant problems with the file come to light, or if large numbers of records are affected, CAMCIG and SCP may need to re-evaluate this approach.

**Next steps/Further thoughts:**

- Assess the effectiveness of the Shared Record Creation pilot in March 2009
- Support and help work towards a sustainable archiving/preservation process for electronic California documents
- Keep monitoring the quality of the harvested records
- Presuming Next Generation Melvyl moves ahead, there might be changes to SCP workflows that might affect record distribution
- Is there the need, capability, and interest to add agencies to the list? To add more participants? Expand beyond UC?
- Many libraries use the "Documents without Shelves" service from Marcive for federal documents. One could almost see the possibility here to move toward a similar service for California documents.

### Campus Commitments for Original Record Creation

Campus	California State Agency
<b>UC Berkeley</b>	Energy Commission
	State Water Resources Control Board
	California Policy Research Center
	Coastal Commission
	Franchise Tax Board
	Dept. of Water Resources
	Little Hoover Commission
<b>UC Davis</b>	Senate Office of Research
	Legislative Analyst's Office
	CALFED Bay-Delta Program
	Dept. of Food & Agriculture
	Dept. of Education
	Office of Environmental Health Hazard Assessment
<b>UC Irvine</b>	Demographic Research Unit
	Department of Finance
	Secretary of State
	Division of Communicable Disease Control
	Dept. of Public Health
	Dept. of Industrial Relations, Division of Occupational Safety & Health
	Dept. of Industrial Relations, Division of Labor Statistics and Research
<b>UCLA</b>	California Labor Market Info
	Governor's Office of Planning & Research
	Dept. of Toxic Substances Control
	Dept. of Pesticide Regulation
	Legislative Counsel of California
	Governor's Office of Emergency Services
	Governor's Office on Service & Volunteerism
<b>UC San Diego</b>	Air Resources Board
	California Bureau of State Audits
	California Postsecondary Education Commission
	State Controller's Office
	Board of Equalization
	California Integrated Waste Management Board