

DRAFT MINUTES OF THE KINETICA ADVISORY COMMITTEE MEETING

Thursday 25 March 2004

National Library of Australia

The Meeting commenced at 9.30 am

Present:

Chairperson

Mr John Arfield
University Librarian, University of Western Australia

Members

Ms Sherrey Quinn
Libraries Alive! Canberra

Ms Pam Gatenby
*Assistant Director-General, Collections Management,
National Library of Australia*

Ms Patricia Scott
*Bibliographic Services Librarian,
University of Adelaide*

Ms Elizabeth Ellis
*Mitchell Librarian and Director Collection Management,
State Library of New South Wales*

Ms May Priddle
*Director, Information and Record Services
Department of the Treasury*

Dr Naida Tattersall
*Manager, Libraries Social & Cultural Branch,
Gold Coast City Council*

Mr Chris Taylor
*Executive Manager, Information Access and Delivery,
University of Queensland*

Ms Linda Luther
*University Librarian
University of Tasmania*

Dr Warwick Cathro
*Assistant Director-General, Innovation
National Library of Australia*

Observer Ms Jan Fullerton
*Director-General,
National Library of Australia*

Officers in Attendance Ms Roxanne Missingham
*Assistant Director-General, Resource Sharing Division,
National Library of Australia*

Ms Cathy Pilgrim
*Kinetica Customer Services,
National Library of Australia*

Ms Margaret Kennedy
*Kinetica Database Services
National Library of Australia*

Minutes Ms Ruth Wilson
*Kinetica Customer Services
National Library of Australia*

Agenda item 1 Welcome, introductions and apologies

The chair welcomed members to the Meeting. An apology was received from Ms Judy Engall, SCIS Unit, NSW Department of Education and Training.

**Agenda item 2 Minutes of the previous meeting and business arising
(KAC/2004/1/1)**

The minutes of the teleconference meeting held on 27th November 2003 were accepted as an accurate record of the meeting.

Agenda item 3 Director-General's remarks (oral)

Ms Jan Fullerton noted the importance of communicating information about the redevelopment of Kinetica to libraries so that the information was clearly understood. She encouraged further discussion of this matter during the meeting, (see *Agenda item 6*)

Agenda item 4 2002-2003 Kinetica Statistics Information (CONFIDENTIAL)
(KAC/2004/1/2)

Ms Roxanne Missingham spoke to the paper.

Currently 98% of the search target had been reached with searches of the National Bibliographic Database (NBD) likely to exceed the six million target, with current predictions that searches will reach six and half million for the full year. This reflects the increase in usage of the NBD by public libraries and that a further 8 university libraries now offering end users access to the NBD.

The number of holdings added to the NBD had significantly exceeded the target. Major uploads of holdings to the NBD since June 2003 include files in October 2003 by ADFA (University of NSW) and a number of large files from Monash University.

KDD requests were slightly below target. This decline is being monitored to analyse future trends. There was further discussion on this issue and the following points were mentioned as possible impediments to use of KDD:

- KDD is perceived as being complicated to use by some libraries who feel their staff do not have the necessary level of skills to use KDD,
- a preference to borrow items at no charge from reciprocating libraries by direct requests, particularly for public libraries, and
- library consortia, such as WAGUL and CAVAL, have moved to ISO operability and are now able to deal directly with each other without using KDD.

Ms Missingham added that the health and law libraries did not use KDD to any great extent and this was an area that could be addressed to increase the efficiency of these library sectors through use of KDD, arresting a possible decline in income from KDD. The committee agreed the downward trend was general and applied internationally. However, although requests for articles from journals had generally decreased due to the advent of easy access to online journals, this decline had been accompanied by a general rise in requests for, a) items that were difficult to locate, and b) items that were not readily available, due to the general decline in monograph purchasing by libraries, imposed by financial stringencies. On the other hand, increasing end user access to the NBD (National Bibliographic Database), both by universities and by users of the Public Libraries' Portal, may increase the number of requests to borrow material using KDD.

In relation to the rise in expenses during December, Ms Missingham explained that payments for Kinetica Cataloguing Client licences were made during that month.

Agenda item 5 Kinetica Status Report (KAC/2004/1/3)

Ms Missingham reported on the seminar on the *Commonwealth Metadata Project* held on Friday 19th March in collaboration with the National Archives of Australia and the National Office for Information Economy (NOIE). Resource discovery for government publications was identified as important for those searchers, who generally did not know if a publication was produced online or in print. Many government agencies have metadata on their web pages which is inadequate for resource discovery. Ms Sherrey Quinn suggested that the phrase "Commonwealth Government Publications" should be used for the project. Ms Fullerton indicated to the Committee that a strategy was being devised to raise awareness of the project and to work out how best to proceed after the project.

Action item: Ms Missingham advised the Committee that a Report on the Commonwealth Metadata Project seminar would be made available on Kinetica Web.

The incorporation of *Chinese, Japanese and Korean service (CJK)* with NBD and conversion of all CJK data to Unicode was discussed. Records currently in Wade-Giles would be converted to Pinyin and then to Unicode format. Duplicate records would be merged and the management of authority records would be a high priority.

The *Singapore National Union Catalogue (SILAS)* had been added to Kinetica Web in December 2003 and 314 searches had been done on SILAS during January and February. 290 searches of the NBD had been recorded by Singapore libraries.

A business plan for the *Public Libraries' Portal* was being discussed with the State Libraries with a completion date of October 2004. Issues to be addressed in the plan included provision of a funding model, authentication issues, and future development to facilitate easy and efficient access to information.

Action item: The business objective and evaluation plan for the Public Libraries' Portal to be distributed to KAC members for their comments.

A letter had been sent to organizations who formerly contributed to *NUC:D*, offering them free access to Kinetica so they can add data to the NBD describing the alternative format material they produce. This initiative should improve access to materials in alternative formats suitable for people with disabilities.

Cataloguing workflows

A training package to assist libraries in working out the most efficient cataloguing workflows using Kinetica to suit their needs was being devised. The training package would be trialed first in the ACT, and then delivered in other States. The training workbook will be made available on the Web. Initial training will be undertaken by Kinetica staff to ensure a common training standard and also to encourage maintenance of national cataloguing standards. The cataloguing training would help libraries devise efficient workflows and also show the advantages of maintaining consistently "good" quality records on local library systems that could be used to upload to Kinetica, or downloaded from Kinetica into local systems. The package could also be delivered in

conjunction with library conferences. Ms Missingham said she would welcome the Committee's comments on the training package.

Action item: Draft of the training package on cataloguing workflows to be sent to KAC members for their comments.

FRBR (Functional Requirements for Bibliographic Records) - two further papers were tabled at the Meeting:

- 1) *"What is FRBR"*
- 2) *"Testing FRBR against the National Bibliographic Database"*

One of the papers (2) was presented at the seminar on FRBR held in conjunction with the Australian Committee on Cataloguing in February. The other paper (1) provided a general overview. There was discussion of the FRBR concept and Ms Missingham informed the Committee the papers from the ACOC seminar would be made available on the Web for all to read.

Ms Missingham explained the facility to browse authority records in the redeveloped Kinetica was under consideration as it was important this be available. Ms Pam Gatenby explained Name Authorities in Music Australia data would use a different schema, but would be supplied from the NBD. A paper will be presented to the next KAC meeting on issues of Authority records including possible development of an uploading facility.

Action item: A report on Authority records to be presented at the next KAC meeting.

**Agenda item 6 Kinetica Redevelopment Project (CONFIDENTIAL)
(KAC2004/1/4)**

Dr Warwick Cathro introduced the paper and advised the Committee that the redevelopment project was on track. The Project Board consisting of himself, Ms Missingham and Mr Mark Corbould met fortnightly and signed off the project deliverables as they were completed. The Team leaders met weekly. The first four milestones were signed off and enhancements to TeraText have been commissioned from Inquirion.

Dr Cathro introduced in turn the four team leaders who joined the Meeting for this agenda item

Rob Walls, Leader, National Bibliographic Utility System Sub-Project, explained the terms National Bibliographic Utility (NBU), and Update database in the paper referred to the same database. His area of responsibility included:

- Data contribution including via Harvester, batchloading and online
- Planning and implementation of data migration

- Support to other subsystems
- Acquisition of the system for the NBU
- Implementation of the NBU

The RFT had been produced and released and will close on 6th April, and was expected to take 2 months to fully evaluate. The RFT had been influenced by the comments from customers, and while specifying high level requirements, had not been prescriptive in how these requirements might be delivered.

Tony Boston, Leader, Search & Products Sub-Project, spoke to the report. Kinetica Search database would be replaced with a new database using the TeraText at the end of Stage 1. At present there remained five areas in the TeraText software that needed to be fixed and he felt confident these would be addressed in time. The areas are:

- in relation to the MARC parser which converts data to MARC XML format
- problem with the z3950 Bib 1 diagnostic messages,
- a date range problem
- normalisation of diphthongs and
- MARC 21 fixes.

James Bullen, Leader, Customer Management Sub-Project spoke to the report. This Sub-Project dealt with all the activities concerned with customer registration, such as billing, usage reports, accounts, profiles. It would also support IP authentication.

Mark Corbould, Leader, Infrastructure Sub-Project explained the Library's infrastructure was being developed in-house, where the necessary experience and expertise were already available. The infrastructure for the new system will not solely support the redeveloped Kinetica, but will also be able to support other areas of the National Library. A new server had been purchased and prices established for other hardware, which were yet to arrive. The platform for Kinetica will be UNIX SUN consistent with other library applications.

The redevelopment is being approached in a modular fashion. The modular approach was more flexible and allowed for the implementation of further developments in the future without redeveloping the whole system at the same time.

Ms Scott raised the issue of cataloguing on the fly from local systems. Rob Walls noted that this would depend on the capabilities of the system chosen. He also noted that the redevelopment included developments to batch loading and also a new record supply from the Search and Products system.

Mr Chris Taylor queried the long term viability of z39.50. In response the Committee were assured that options had been thoroughly explored, and, although aware of z39.50's long term limitations, the current requirements of Kinetica customers had to be taken into consideration so Australian libraries suffered the minimum disruptions to their current set-up. The ability to search multiple databases in parallel, as required by the redeveloped

Kinetica, was currently possible with z39.50 which was used by TeraText. The Library will be well placed to migrate to the SRW/SRU standard in the future, especially as Inquirion is participating actively in the SRW/SRU standards effort.

Ms Luther asked why OCLC might not have been thought a suitable alternative to redeveloping Kinetica. Ms Missingham explained that OCLC did not offer a strategic solution for Australian libraries as it was not an affordable solution for many Australian libraries and is currently unable to offer a view for a group of libraries. The Committee were assured that matters of expense, ability to innovate and a system that would best meet users' current requirements, had been thoroughly investigated when selecting how best to redevelop Kinetica.

Action item: Ms Missingham undertook to send information on the decision to redevelop Kinetica and the OCLC option to KAC members.

The importance of keeping Kinetica customers informed of the progress of the redevelopment project was discussed. The Committee agreed that a) although information had been broadcast on Kinetica-L, and would continue to be made available on the Web and in publications, there was also b) a need for further clear dissemination of information which would indicate to Kinetica customers the implications for their libraries.

KAC members provided advice on the messages and language that should be included in reports and messages, and agreed re a) that information had been made, and would be made, available via:

- project reports bi-monthly via Kinetica-L, User Group meetings, KAUM, ALIA, library journals, CASL meetings, CAUL meetings, and other email lists,
- Kinetica FAQs (Frequently Asked Questions) Page.

The Committee's advice was to focus on the impact on Australian libraries and the benefits to Kinetica customers. The Committee agreed re b) that the following issues be addressed when disseminating information:

- implications of redevelopment for the users
- what is involved at each stage of the redevelopment
- why the necessity for redevelopment and why not OCLC
- this is an integration of known and tried products, not a new in-house development
- redevelopment is based on customer identified and desired enhancements
- this is an affordable redevelopment
- risks are low, underlying soundness of project with opportunities for innovation
- modular nature of the redevelopment and its implementation
- times and ways users can be involved in and give feedback on the testing processes

- information to be expressed succinctly and in clearly and commonly understood terms

The Committee members also suggested that they would be able to assist in communicating within their library sectors and States.

Action item: Information on the redevelopment of Kinetica to be prepared and made available as noted.

Agenda item 7 Kinetica charges (CONFIDENTIAL) (KAC/2004/1/5)

Ms Missingham introduced the paper.

There was discussion of the proposed increases in charges. It was felt the 2.4% increase mentioned in the report should be based primarily on the increasing costs for the maintenance of the Kinetica, noting that the increase is in line with the CPI. The possible impact of consortia licences on revenue, versus the fact that licences encouraged public and university libraries to offer end user access and thus increase the amount of searching done on Kinetica, was discussed. It was noted that the sustainability of consortia licences would need to be monitored.

E-collection sets concentrate on the provision of Australian sets which are not offered by other organizations such as Serial Solutions. In answer to customers' feedback, the service is being re-evaluated and refined to better address customers' specific needs.

The Committee recommended to the National Library that Kinetica charges be increased as follows:

- *increase searching charges by 2.4%*
- *increase charges for e-collection sets; and*
- *implement the pricing schedule for the X-500 Directory*

Agenda item 8 Relationship between Kinetica and OCLC (KAC/2004/1/6)

Ms Missingham spoke to the report noting that Kinetica and OCLC had a well established cooperative relationship. She indicated that negotiations for an agreement, allowing State and university libraries access to OCLC's WorldCat were progressing slowly. OCLC's initial offer had been too expensive for the Kinetica libraries, but their latest offer is more acceptable and may prove to be at a level that will suit Kinetica users. KAC members noted that OCLC was exposing WorldCat records to Google with links to library catalogues. It was considered that this development was very relevant to future directions for Kinetica and discussion about this development was encouraged.

**Agenda item 9 Expert Advisory Group on Kinetica Document Delivery:
Progress Report (KAC/2004/1/7)**

Ms Adrienne Yeo, Manager, Kinetica Systems Development, joined the Meeting for this item.

Ms Yeo spoke to the Report and explained the Group had held monthly meetings since being convened in December 2003. Topics under discussion and investigation by the Group included: ISO compliance, end user access and the resulting effect on document supply, impact of the advent of other document suppliers, training needs, a survey of customers' needs, and review of the business plan.

Ian Dunn, Acting Manager, Kinetica Database Services, joined the Meeting for Agenda items 10, 11 and 12(a)

Agenda item 10 Kinetica Subject Headings Review Panel (KAC/2004/1/8)

The Committee applauded the newly approved headings and noted the Report with acclaim.

**Agenda item 11 National Bibliographic Database: Quality Issues
(KAC/2004/1/9)**

Mr Dunn spoke to the report adding that duplicate records removal had been addressed by manual removal of some 400 records which had been reported by users of Kinetica and some 30000 duplicate records removed automatically using the match/merge program. Incorrect coding in Music Australia records had been amended on some 6000 records.

The Committee's attention was drawn to the *Quality Improvement Plan for the NBD*. It was the first time such a plan had been drawn up and it would be made available to Kinetica customers through the web.

Action item: Quality Improvement Plan to be made available as a public document on Kinetica Web

Agenda item 12 Kinetica Annual Users Meeting 2004 (KAC/2004/1/10)

Ms Missingham reported that Friday 13 August 2004 was the only possible date when all relevant staff could be available for the Annual Meeting. The 2004 KAUM would be a one day meeting. The most significant item for the AUM is progress with the redevelopment of Kinetica. The usual one and a half day meeting would be held in 2005, with Canberra as the venue.

A report on progress with the redevelopment would be distributed to KAUM attendees well before the meeting to allow attendees time to digest the information so they could comment and ask questions at the Annual Meeting. It was important the content of the papers be easily understood and be aimed at middle management library staff.

Action item: Information on progress of redevelopment project to be distributed to KAUM attendees in advance of the Meeting date, 13 August 2004.

Mr Arfield suggested the guidelines for the Innovation Award be amended to allow successful implementation of an efficient cataloguing workflow to be considered for the Award, in line with the proposed training programme on efficient cataloguing workflows.

Some attendees would arrive a day in advance, and although this would be just a one day meeting, the Committee felt a welcome reception should be considered for the evening of the 12th August.

**Agenda item 12(a) Electronic and Microform Collections: Progress Report
(KAC/2004/1/11)**

Mr Dunn spoke to this report. He explained that ways of streamlining the production of the e-collection sets were being investigated. Also under investigation was the possible use of one aggregated record, in place of the same record appearing in different sets. However it was not at present clear if the efficiencies gained would outweigh some possible problems. Public Libraries have expressed interest in obtaining e-collection sets for PANDORA records and for Australian Newspapers Online. E-collection sets to match sets of CASL consortia purchases have been generally acquired and will continue to be acquired.

Agenda item 13 EUCAT study: public report (KAC/2004/1/12)

Ms Missingham drew the Committee's attention to the "EUCAT study: Public report" and the possible implications of trends highlighted in the study for the future of interlibrary lending.

The Committee noted the report with interest.

Agenda item 14 Conclusion

The Meeting closed at 3 pm

Action items from the Kinetica Advisory Committee Meeting 25 March 2004

Agenda Item	Action	Date	Notes
1. Ms Missingham advised the Committee that a Report on the Commonwealth Metadata Project seminar would be made available on Kinetica Web. (<i>Agenda item 5: KAC/2004/1/3</i>)	Summary published at: http://www.nla.gov.au/kinetica/summary.rtf	Email sent to KAC members 30/03/2004	Available online
2. The business objective and evaluation plan for the Public Libraries' Portal to be distributed to KAC members for their comments. (<i>Agenda item 5: KAC/2004/1/3</i>)	Business and evaluation plan updated	Email sent to KAC members 29/03/2004	Also sent in report of 3 June
3. Draft of the training package on cataloguing workflows to be sent to KAC members for their comments. (<i>Agenda item 5: KAC/2004/1/3</i>)	Documents prepared and pilot course run.	Email sent to KAC members with training course package 27/05/2004	
4. A report on Authority records to be presented at the next KAC Meeting. (<i>Agenda item 5: KAC/2004/1/3</i>)	Will be on agenda for 12 August 2004 KAC meeting		
5. Ms Missingham undertook to send information on the decision to redevelop Kinetica, and the OCLC option to KAC members. (<i>Agenda item 6: KAC/2004/1/4</i>)	Information prepared	Email sent to KAC members 30/03/2004	Also sent in report of 3 June
6. Information on the redevelopment of Kinetica to be prepared and made available as noted.	Paper prepared for ALIA conference. Progress report prepared	Emailed to KAC members 09/04/04 Emailed to	Also sent in

<p>(<i>Agenda item 6:</i> <i>KAC/2004/1/4</i>)</p>	<p>for Kinetica members. Feedback received from KAC members.</p> <p>Information sheet on Contributing to NBD prepared – awaiting feedback from KAC members.</p>	<p>KAC members 03/05/ 04</p> <p>Emailed to KAC members on 18/05/04</p>	<p>report of 3 June</p>
<p>7. The Committee recommended to the National Library that Kinetica charges be increased. (<i>Agenda item 7:</i> <i>KAC/2004/1/5</i>)</p>	<p>Agreed by CMG</p>	<p>New charges notified to Kinetica users 30 March 2004</p>	<p>Information online: http://www.nla.gov.au/kinetica/kcharges.html</p>
<p>8. Quality Improvement Plan to be made available as a public document on Kinetica Web (<i>Agenda item: 11 KAC/2004/1/9</i>)</p>	<p>NBD and CJK Quality Improvement Plans published on web site.</p>		<p>http://www.nla.gov.au/kinetica/manuals/nbdqual.html</p> <p>http://www.nla.gov.au/kinetica/manuals/cjkdataqual.html</p>
<p>9. Information on progress of redevelopment project to be distributed to KAUM attendees in advance of the Meeting date, 13 August 2004. (<i>Agenda item: 12 KAC/2004/1/10</i>)</p>	<p>Information to be included in papers prepared for 13 August 2004 KAUM</p>		