AUTOMATION WORKSHOPS

Keeping pace with current developments, both the Northern and Southern Technical Services Chapter Spring workshops will deal with aspects of library automation. The Southern California program will take place on Wednesday, May 20, at the Balboa Pavilion on the Balboa Peninsula. Automated circulation systems is the topic and the emphasis will be on first-hand accounts of experiences with selecting and implementing an automated system, as well as dealing with the effects on technical processing and public services. A buffet lunch will be served after the program. Detailed information and registration forms will be mailed out in April. For more information contact Anne Frank, Catalog Department, University Library, University of California, P.O. Box 19557, Irvine, CA, 92713; (714) 833-6076.

The Northern California workshop will take place on Friday, May 8, at the Oakland Museum. The program is entitled "After You Decide to Automate--What Next?" and will offer practical advice on workflow planning, preparing staff and the public for change, and related topics. Details and registration form for the Northern workshop appear on page 5 of this issue.

--Anne Frank, UC Irvine Library
Liz Dickinson, Stockton/San Joaquin County Library

1981 EXECUTIVE BOARD MEETS

The Technical Services Chapter officers for 1981 are as follows:

President
William Way
Riverside City & County Library (714) 787-7210

1st Vice President
Elizabeth Dickinson
Stockton/San Joaquin County Library (209) 944-8380

2nd Vice President
Anne Frank
UC Irvine Library (714) 833-6076

Treasurer
Mariko Kaya
L.A. County Public Library (231) 974-6506

Secretary
Jeanette Mosey
OCLC Western--S.F. State Univ. Library (415) 239-1841

The Executive Board met on March 6, 1981 at the Stockton/San Joaquin County Library. The main agenda topics were the Spring workshops (see above) and preliminary planning for the 1981 CLA Annual Conference program. The theme for the annual program will be "Integrating Automated Library Systems." The Exchange of Consultants program was also discussed (see pp. 2-4 for details on this). The Treasurer's report showed a balance of $738.91 in the Chapter coffers, and that 69 members have paid their 1981 dues.
Cooperative Consulting Clearinghouse

SPONSORED BY THE CLA TECHNICAL SERVICES CHAPTER

At the annual CLA Conference in December TSC members asked that we establish a clearinghouse for expertise on consulting exchanges between libraries for technical services functions.

The idea grew out of an informal arrangement between Stockton-San Joaquin County Library and Oakland Public Library. OPL sent a staff member to Stockton to assess collection development, ordering, and cataloging procedures used for SPL's Asian language collection. In exchange, SPL staff visited Oakland to advise on installation and workflow for using an on-line bibliographic utility. This was a quid pro quo staff exchange involving no dollar output for consulting service. While the staff time involved was minimal, the long-term benefits for both libraries was considerable.

Obviously, such an exchange of technical expertise is appropriate for limited scope projects. A paid consultant would be more appropriate for such major, long-term assignments as doing cost/benefit analyses for automation needs or drafting circulation system specifications. Libraries may wish to use the TSC clearinghouse, however, to identify availability of reports and studies, grant proposals, RFP's and contracts in particular areas.

Libraries with need for technical consulting of a limited scope and/or with particular areas of expertise to share can send the attached forms to one of two regional TSC clearingsouses. Consulting needs and areas of expertise to share will be matched, and participants will be contacted as exchange possibilities arise. We will report periodically on progress through Tech. Notes.

Contact:

Northern Clearinghouse Coordinator, Liz Dickinson,
Technical Services Division, Stockton-San Joaquin
County Library, 605 North El Dorado Street, Stockton, CA
95202 (209-944-8380)

Southern Clearinghouse Coordinator, Pat Del Mar,
Technical Services, Long Beach Public Library System,
101 Pacific Avenue, Long Beach, CA 90802 (213-590-6860)

(See pages 3 and 4 for the Cooperative Consulting Clearinghouse forms.)
Expertise To Be Shared Form

Use this form to identify areas of technical expertise you or staff members from your library could share with others. Please use a new form for each expertise area.

Return this form to the nearest regional clearinghouse:

Northern area: Liz Dickinson
Stockton-San Joaquin County Library
605 North El Dorado Street
Stockton, CA 95202 (209-944-8380)

Southern area: Pat Del Mar
Long Beach Public Library
101 Pacific Avenue
Long Beach, CA 90802 (213-590-6860)

Library ________________________________ Contact person __________________________
Address ________________________________ Title ________________________________
______________________________________ Phone ________________________________

1. Describe the technical services area of expertise you are willing to share.

2. Name(s), title(s), phone number(s) of others from your library able to share this expertise.

3. Limitations upon service (E.g. time of year, length of time, travel restrictions, etc.)

4. We have the following reports, studies, grant proposals, RFP's, contracts, etc. available to share on this topic. (Specify, listing any use restrictions, cost for copies, etc.)

5. Will share expertise:
   - [ ] on an exchange basis only
   - [ ] quid pro quo exchange is not necessary
Technical Services Consulting Needs Form

Use this form to identify technical consulting or information needs. Please use a new form for each need area.

Return completed form to the nearest regional clearinghouse:

Northern area: Liz Dickinson
Stockton-San Joaquin County Library
605 North El Dorado Street
Stockton, CA 95202 (209-944-8380)

Southern area: Pat Del Mar
Long Beach Public Library
101 Pacific Avenue
Long Beach, CA 90802 (213-590-6860)

Library ___________________________ Contact person ___________________________
Address ___________________________ Title ___________________________
__________________________________ Phone ___________________________

1. Brief description of need:

2. What would you expect a consultant to do for you? (E.g., on-site visit, write report, send copy of RFP or grant proposal, etc.)

3. Needed by the following date:

4. Anticipated time requirement (for visit, report, etc.).

5. Do you wish to see reports, studies, grant proposals, RFP's, contracts, etc. in this area of need? (Please specify).

6. Is reimbursement available for travel and other expenses? If so, give a dollar limit, if any. Is reimbursement available for copies of reports, RFP's, etc.? Give any dollar limits.
You are invited to attend

the

CLA TECHNICAL SERVICES CHAPTER - Northern Region

SPRING WORKSHOP

AFTER YOU DECIDE TO AUTOMATE -- WHAT NEXT? or, Getting started, planning workflow, coping with change, preparing staff and the public, meeting problems head-on, etc.

Practical advice from people who have been there: Liz Gibson, State Library-- Getting started; Barbara Blei, Stockton-San Joaquin Co. P.L.-- OCLC; Lynnea Klimeschmidt, Richmond P.L.-- RLIN; Lois Schumaker, Sacramento P.L.-- COM Catalogs; Mary Hoeber, Mission College-- On-Line Catalogs; Taku F. Nimura, Sacramento State Univ.--Automated Circulation; Jane Kreissman, Stanislaus County Free Lib--Automated Acquisitions.

Date: Friday, May 8, 1981

Place: Oakland Museum, Lecture Hall, 10th and Oak St., Oakland (see map.) Park at garage between 10th and 11th St., for 25c per hour.

Time: 10:30-11:00 Registration (Coffee available at Museum snack bar)
11:00-12:30 Program
12:30-2:00 Lunch - On your own. Museum restaurant lunches are $5 - $6.50. We will call in reservation for you if you let us know on registration form. List of area restaurants will be provided.
2:00-4:30 Program resumes

Cost: $5.00

Limited to the first 115 registrants. (We will contact those latecomers who cannot be accommodated.)

REGISTRATION DEADLINE: April 27, 1981

** Co-sponsored by Northern California Technical Processes Group**

PRESENTATIONS SHOULD AID BOTH NOVICES AND THOSE CURRENTLY IN THE THROES OF A PROJECT. BRING YOUR QUESTIONS AND PROBLEMS!

Combined Workshop Registration and TSC Membership Form

Make check payable to: CLA Technical Services Chapter

Name ____________________________ Position ____________________________

Library ____________________________ Phone Number ____________________________

Address __________________________

REGISTRATION $5.00 Receipt required?
TSC membership Yes ___ (will be enclosed in
CLA member $3.00 registration packet)
Non-CLA member $5.00 Please make Museum Restaurant reservation
TOTAL ENCLOSED for me.

SEND TO: Jeanette Mosey
321 Arlington St.
San Francisco, CA 94131

Yes ___

For Information Contact: Liz Dickinson (209) 944-8380 or Jeanette Mosey (415) 239-1841
The 1980 annual business meeting of the Technical Services Chapter of the California Library Association was held on Tuesday, December 9 at the Pasadena Convention Center. The meeting was called to order by President Patricia Thomas who welcomed the membership and introduced the officers.

There were reports on the three workshops held last year. First Vice President Bill Way reported on the southern workshop, "After Automation," a panel discussion on practical solutions to problems related to automation projects. The workshop was held at the Los Angeles Arboretum and was attended by 140 people. Second Vice President Liz Dickinson reported on the two northern workshops on AACR2, held jointly with NCTPG. Paul Schwarz from RLIN was the principal speaker at both workshops. The Spring workshop, held at Mills College, was so popular that it was decided to hold a repeat workshop in the Fall in Sacramento. Both workshops were sold out.

Pat Thomas gave a brief report on the proposed clearinghouse for library automation projects throughout the state. Both the State Library and CLASS have expressed interest, but this has been a difficult year to get something started due to reorganization in the State Library. Sue Metzger and her committee will contact the State Library again this spring and try to get the project off the ground.

Under new business, Liz Dickinson discussed consulting exchange programs as alternatives to using paid consultants. This has already been tried out in the northern part of the state by Stockton/San Joaquin Public Library and Oakland Public Library concerning oriental language collections. Such consulting exchange programs could be coordinated through the Technical Services Chapter with those willing to be consulted matched up with those with consulting needs. Barbara Blei, Liz Dickinson, and Pat Del Mar were appointed to work on this idea.

The Technical Services Chapter workshop at the 1980 CLA Convention was entitled: "Conversion as a Non-Religious Experience." Six panelists spoke on the trauma of catalog file conversion as experienced by many libraries today.

Liz Dickinson, Stockton/San Joaquin Public Library, provided a general backgroud for the file conversion process. She introduced techniques and factors to be considered in any conversion effort. Then Pat Casteneda, Upland Public Library, discussed conversion of a small public library catalog and the selection of microfiche technology for public use.

...Continued on page 8.

The CLA Technical Services Chapter exists to provide a forum for the exchange of information, ideas, and experiences on all aspects of technical services. Join today!

NAME: _______________________________ New membership [ ]

ADDRESS: _______________________________ Renewal [ ]

CLA member - $3.00 [ ]

Non-CLA member - $5.00 [ ]

Make checks payable to: CLA Technical Services Chapter, and send them to: Mariko Kaya, Chief of Technical Services, Los Angeles County Public Library, 320 W. Temple St., Los Angeles, CA 90012. Thanks.
She also described the approach of using OCR typing for data input. Margaret McKinley, UCLA, then described a serials conversion project for a large university library. She provided handouts depicting their conversion methods and related work flows for data entry and file maintenance. Ruth Roden, UCI, described the use of an online cataloging utility (OCLC) for the conversion effort. Their approach was to divide title entries into groups requiring different processing techniques, then convert each group in turn going from the most efficient to the most time consuming technique. This approach makes efficient use of available staff and allows a significant part of the file to be converted before tackling the more difficult processing tasks. John Kountz, from the Chancellor's Office of the California State Universities, described a conversion project for a multi-campus library system. Several conversion methods were used in this effort and he described the pros and cons of each approach. Finally, Pat Del Mar, of Long Beach Public Library, summarized the many experiences that a file conversion project can provide and urged the uninitiated just to try it. One thing--file conversion can be a religious experience, just ask someone who's been there.

--Anne Frank, UC Irvine Library

Bill Way, Riverside City & County Library