CAUG Meeting
5 June 2017
Alice Moulton Room, Gerstein
10 to 11:30am

Present: Mary Jaques, Dong Xia Wang, H. Rashid, Lauren Williams, Irene Wu, Elisa Sze, James Mason, Anne McGillivray, Lisa Andrews-Attwatter, Fabiano Rocha, Jenn Browning, Antonio Muñoz Gómez, Marlene van Ballegooie, Alastair Boyd, Kate MacDonald

Regrets: P. J. MacDougall, Ravit David, Carmen K. Socknat, Kate Johnson

Business Arising from the Minutes
- No business arising from the previous meeting

New Member Introduction
- Marlene introduced Antonio Muñoz Gómez who joined the University of Toronto Libraries as Metadata Librarian on June 1, 2017.

Sirsi BlueCloud Analytics (Wenran Zhang)
- Wenran Zhang, Senior ILS Database Administrator, provided an overview of Sirsi Dynix’s BlueCloud Analytics
- Data is stored remotely
- Web interface; no need to install any software
- Login credentials; contact Wenran if interested in having an account set up
- As a cloud-based utility, reports that are created can be shared with other users
- Individuals can create their own reports that are stored in “My reports” folder as a default
- Flexibility in output of reports: PDF, Excel with formatting, etc
- Dashboard provides a visual / graphic interface for queried data
- Wenran showed a number of examples of the types of queries one can run:
  - Circulation statistics (number of uses, number of renewals)
  - Number of catalogued items per location
  - Turnover by top titles
  - Books added monthly/yearly
- Examples shown by Wenran had queries based on transactions; transactions only capture what is done through workflows
- Loaded electronic resources not reflected in the results
- Counting the total number of items more accurate than relying on transactions data only
- Transaction data useful for understanding work patterns (i.e., supervisors may be able to see how much time original cataloguers are spending on added copies or derived cataloguing)
- Circulation reports useful and have been used for some time now
- Acquisitions report folder has not yet been created
- QUESTION: Who can ask for a login account?
  - Currently Marlene, Lari, Sian and Caitlin have accounts
  - Accounts can be created for any library
  - 4 levels of access; there are no license limits but a maximum of 15 administrators and X number of creator accounts
New CAUG Chair Handover
- Carmen K. Socknat has volunteered to be the new chair of CAUG

LSP Update & Discussion (Marlene van Ballegooie)
- The UTL is starting the process to investigate and potentially select a system to replace the current ILS
- Teams that involve all 3 campuses have been set up
- Work has started since February 2017
- Working groups composed of all staffing levels (not limited to librarians)
- LSP Committee Structure (please see PPT file attached)
  - Working groups are currently working on high level requirements to compile a list of questions to vendors
  - RFI to be drafted by Q3 of 2017
  - If LSP deemed sufficiently matured → RFP process → contract
- RFI = market place analysis
- Highlights of the types of questions that have been raised by each of the working groups were provided (please see PPT file attached)
  - Metadata Management
  - Cataloguing Standards
  - Integration with External Systems
  - Authority Control
  - Serials Control
  - Non-Roman Scripts
  - Knowledgebase
  - Import and Export capabilities
  - Reporting Capabilities
- The purpose of the exercise is to envision what the system can do to allow us to do the work that needs to be done
- Keep in mind that ideally the system should handle and enable tasks without having to rely on workaround solutions
- A survey will be distributed through the catinfo listserv to give all staff an opportunity to provide feedback
- **QUESTION: How many contenders (vendors) will be considered**
  - In the current landscape there are four major vendors: Ex Libris, OCLC, Sierra and Sirsi BlueCloud
  - Process will take a couple of years – regardless of when our contract with Sirsi ends
  - 1 year for the selection process to conclude
  - 1 year for the implementation

Other Business
- Marlene raised the issue that while BlueCloud Analytics gives us some flexibility of running reports without compromising the data, it is a rather complex tool to use that requires a high level of API expertise
- Perhaps a group of interested parties could work together
- It would be helpful to identify what kind of reports people are interested in running
Library Services Platform Transition Update

MARLENE VAN BALLEGOOIE
CATALOGUING & AUTHORITY GROUP MEETING – JUNE 5, 2017
LSP Transition Initiative

Begin the process of investigating and potentially selecting a new Library Services Platform (LSP) to replace our current ILS and related suite of library management tools

Largest migration to date, involving multiple library management applications

Project will require cooperation and broad participation from across all three campuses
Establishing the team

In Feb/Mar 2017, teams were established
60 staff members
Representatives from Central Libraries, UTM, UTSC, Federated Colleges, HSICT
Members from all staffing groups
Working Group Chairs

Acquisitions and Licensing – Weijing Yuan
Metadata Management – Alastair Boyd
Fulfillment – Elena Springall
Reporting, Analytics and System Integration – Glen Morales
System Architecture, Security and Administration – Graham Stewart
Resource Discovery – Bilal Khalid
Digital Scholarship and Preservation – Steve Marks
Metadata Management Working Group

Alastair Boyd (Chair)
Jennifer Browning
Kate Macdonald
Liz Ridolfo
Fabiano Rocha
Carmen Socknat
Marlene van Ballegooie
Current Work

Working Groups begin investigation and define high level requirements for LSP

Work towards development of Request for Information (RFI) for start of Q3 2017

If LSP products are deemed to be sufficiently mature
- Define detailed library system requirements for RFP
- Issue Request for Proposals (RFP)
- Vendor presentations
- Contract negotiation
Request for Information (RFI)

A Request for Information (RFI) is used when you think you know what you want, but need more information from the vendors.

Determines readiness of the marketplace.

For informational purposes only; does not seek bids.

Typically followed by an Request for Proposal (RFP).
Metadata Management – Areas of Focus

Metadata standards
Cataloguing functionality
Integrations with external systems
Authority control
Serials control
Non-Roman language support
Knowledgebase and electronic resource management
Import and export capabilities and batch processing
Reporting capabilities and API access
Metadata Standards

What formats and metadata standards are supported? MARC, RDA, EAD, MODS, Dublin Core, VRACORE?

Does the system use the MHFD format for holdings?

How does the system manage multiple classification schema and subject vocabularies? LC Classification, Dewey, SuDoc, local classification schemes, LCSH, NLM headings, LC Genre Form Terms, FAST headings, etc.

Describe the system's ability to adapt to emerging metadata standards, such as BIBFRAME.

Does the system possess the ability to expose as linked data, authority controlled names, and holdings?
Cataloguing Functionality

Does the system provide tools to support cataloguing tasks (ability to create templates, macros, profiles etc.)

Does the cataloguing module have the ability to supply default data element identifiers (tags, indicators, subfield codes, etc.).

Does the system support MARC and other format error checking and validation?

Does the system allow for searching external databases via Z39.50 and import the resulting record into the catalogue?

Does the system support record versioning? Is there capability to view and roll back to past versions of a record?
Integration With External Systems

How does the system work with tools such as GOBI, Catalogers Desktop, and the RDA toolkit?

Can the system display relevant RDA catalogue rules in the metadata editor?

Does the system integrate seamlessly with OCLC Connexion?

Describe the ability to store, reference or connect to digital objects. (DSpace, Hydra, Islandora, Fedora)

Does the system have the ability to synchronize holdings with OCLC Worldcat?
Authority Control

Does the system support the download of multiple subject and name authority vocabularies? (LCSH, LCNAF, FAST, MESH, etc.)?

Are bibliographic records automatically updated, without staff intervention, when authority records change?

Are name and subject authorities automatically updated within the system or must they be continually loaded into the system by local staff? How often are the authority files updated?

Does the system allow for the creating and loading local authority files for names and subjects?

Can the system authorize bibliographic headings against the authority file without staff intervention?
Serials Control

How does the system handle MARC holdings format? What is the link between the holdings data and the title? Is the system able to link and unlink serials controls from titles?

How does the system support subscription maintenance – renewals, cancellations, payments, purchase orders. Are these functions coordinated with acquisitions functions and fund accounting?

What levels of enumeration and chronology are supported?

Are there templates for patterns in various chronologies/frequencies?

How does the system handle checkin of a serials title with multiple parts or formats?

How are claims created? In what format are claims generated and to what extent are they customizable?
Non-Roman Language Support

Does the system support Unicode text for importing, editing, storage and export?

How does the system handle non-Roman scripts?

How does the system handle diacritics?

Describe the support for bidirectional cataloguing and support for bidirectional script display (e.g., Hebrew, Arabic)

How does the system handle indexing and display of these scripts?
Knowledgebase and Electronic Resource Management

How frequently is content in the knowledgebase updated? What is the typical lag time between the release of electronic content and its availability in the knowledgebase?

After electronic resources are activated in the knowledgebase, how are they made discoverable to users?

Can libraries contribute MARC records to a shared knowledgebase? Is the metadata in the knowledgebase locally editable?

Can local e-resource collections be created and managed in the system?

Demonstrate how the system will handle access to electronic resources in a shared bibliographic environment where libraries may have different contractual arrangements with the same vendor. How will the links for individual libraries be stored and displayed in a shared environment?
Import and Export Capabilities & Batch Processing

Describe the system's ability to load, edit, delete, merge, and export sets of records via batch processes.

Is there a limit as to how many bibliographic records can be loaded or extracted at one time?

What formats can data be exported from the system? MARC, CSV, XML, RDF, other?

Does the system provide the ability to define sets of records and perform actions against these records.

Does the system support the ability to perform bulk changes against MARC bibliographic records, holdings records, call numbers and items?

Does the system provide tools for mapping metadata to other standards on import/export?
Reporting Capabilities and API Access

What data elements are available for reports? Are all data elements in the system can be queried via reports or APIs?

Is there a limit on the size of reports that can be generated?

Can the system schedule reports to be run on a regular basis?

What tools does the system offer to do overlap analysis between print and electronic holdings?

Describe the APIs that are available? Is the system able to integrate the use of other vendor APIs?

Does the system create a history log of all changes made to the system? Can these logs be queried via API?
What do you want to see in the next system?

Survey coming your way through the catinfo listserv...
...Please participate and let us know what you think!