American Library Association
Government Documents Round Table

Government Information Technology Committee (GITCO)

GITCO Home > Midwinter '98 Minutes

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Minutes
GODORT GITCO Meeting
ALA Midwinter, New Orleans
Hilton Riverside, Melrose Room
Sunday, January 11, 1998
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The regular meeting of GITCO, the Government Information Technology Committee was called to order at 2:00pm by Barbara Levergood, Chair. Minutes were taken by Doralyn Edwards, Secretary.

1)   Members of the committee and visitors were welcomed and introduced.

2)   Minutes from previous meeting had been distributed to the committee members prior to the meeting. These were approved as written. These minutes have been submitted to DttP, but have not been published, yet.

3)   Announcements:

*The function of GITCO was reviewed

*Kathy Tezla, incoming GODORT Chair, is accepting applications for new committee members.

*Barbara Levergood reported on the outcome of GITCO's comments on the draft GILS Special Interest Group's recommendations on a successor policy to OMB Bulletin 95-01.

*T.C. Evans, GPO, provided further clarification GILS Special Interest Group activities.

4)   Reports from Task Force Representatives

a. International Documents Task Force (IDTF)--Dan Blazek reported the activities of this task force. Of particular interest to GITCO, Readex will be producing a new version of the UN Index which will be available for both Macintosh and Windows-based systems.

b. State and Local Documents Task Force (SLDTF)--Beth Baur reported on the progress of this task force. CRL will be keep their state documents collection through 1950 publications. 1951-1991 publications will be disbursed. The University of Illinois at Urbana-Champaign Documents and Law libraries are trying to expand the number of states that participate in their StateList project. A searchable, test database of a select number of reords is now available. Mary Mallory (mmallory@uiuc.edu) can be contacted for further information.

c. Federal Documents Task Force (FDTF)--Barbara Levergood summarized that the Superintendent of Documents spoke at the Task Force's update Saturday. In addition, updates to activities with Title 44, USGS products, Census 2000, and GPO were all provided.

d. FDTF Work Groups--Barbara Levergood relayed that there is an effort by the Department of Commerce to figure out a third generation design of their NTDB product. Also, the IRS would prefer that depository libraries disseminate local CD-ROMs for tax information, rather than using the Internet, to reduce IRS server traffic. An FDTF work group is investigating the possibility of having members of Congress link directly

from their web pages to US depository library web pages and via the GPO
Access/FDLP's directory of depository libraries on the web. Many
depositories already link to their senators' and representatives' web
pages.
5)   Old Business
        a. GITCO home page--Cynthia Jahns discussed this site. Since
she rotates off of GITCO Annual 1998, a volunteer was needed to maintain
the site. Doralyn Edwards volunteered to do so. For now, the site will
stay at University of California, San Diego. Cynthia will check with UCSD
as to feasibility of leaving site there for the time being. Between now
and ALA annual 1998, more stable documents may be moved to the GODORT
server. Working documents will reside on servers of interested parties
until more stable. All of these will be linked from the GITCO site. The
Chair asked that Doralyn and Cynthia be conformity enforcers to make sure
that various GITCO pages meet the requirements of GODORT web pages and
official documents.
        On behalf of the committee, the Chair thanked Cynthia for
all of her hard work on the GITCO web site.
        b. CD-ROM Documentation Project--Barbara Levergood
distributed "CD-ROM Documentation Project Status Report".
GITCO members were reminded in this, and other endeavors,
to reply to requests for input.
        Decisions were made about revisions to the "Draft
Guidelines for the Content of the CD-ROM Documentation Project
Status Report," the "CD-ROM Documentation Template," and the "How to Find
Information on Government CD-ROM Products."
        Charges, goals, accomplishments, and a todo list were
reviewed for this project. T.C. Evans said that Mike Bright,
a Product Development Specialist at EIDS in GPO may be able to provide
additional documentation for the project. He is at (202) 512-1108, or
cbright@gpo.gov.
        Robin Haun-Mouhamed of GPO provided documentation for
Landview III and USAMark for review. This type of documentation can be of
assistance with the arrival of GPO boxes. Thanks were expressed by the
committee for Robin providing this information.
Some concerns were raised about the intention of the
service, especially as it relates to GILS and MoCat records. It was noted
that the MoCat tends to provide more technical information than this
would, and that still other MoCat records do not provide enough detail.
It was decided that this first round of collecting information for the
CD-ROM Documentation Service would be to try and collect information
already in existence. This Service will try to avoid duplication of MoCat
and GILS records and try to concentrate on user aids that are unique and
still give relevant information. This information would be searchable.
Much discussion ensued as to what to include and exclude
in the first stages of the Service, and these were agreed
upon. The todo list was then divided among the committee members.

1. Comment on "Draft Guidelines for the Content of the CD-ROM
Documentation Service-Completed at this meeting. The following decisions
were made:
        Yes to 1 a, 2 a and b, 3, 4, 5 a and b, 7 b and c
        No to 1 b and c, 6 c and e
        Added/Changed: 6a-point to MoCat or GILS record, 6b-create a
separate section to include what other software can read these files,
6d-fine, and add tips for installing, 6f-okay, should add contact info.
for technical and content support, 7a-should include retention information
from superceded and other lists.
        Section III of draft will be reviewed by committee on own time.
2. Complete Workgroup 2's (Larry Schankman, William Spivey) task of

finding out what kind of documentation is already being assembled by
libraries, agencies, GPO and others and what they might want to contribute
to the project-Decided to put this on back-burner for now.
3. Put the "Draft Guidelines for the Content of the CD-ROM
Documentation Service" in final form-Barbara Levergood and Doralyn Edwards
will do this quickly and give a copy to the CD-ROM Doc Chair.
4. Draft style guidelines for records and output.-Combine with Todo
#6 and create mockup including the types of information that will be
available via the service. Those working on this: Annette Curtis-Carroll,
Cynthia Jahns, and Esther Crawford. A plan will be developed and a
mock-up will be ready by 5/1/98.
5. Consult with GITCO and discuss with the Education Committee how
they might contribute to CD-ROM Doc-Decided not to address at this
meeting.
6. Plan how to solicit a host for the service-Beth Baur and Mary
Mallory will do so by 3/31/98.
6)   New Business
        a. Report from FDTF Work Group on "CD-ROM Standardization."
Discussion of CD-ROM standardization: What kinds of standardization may be
practical?--Chuck Eckman. Several handouts were distributed. The goal of
this project is to update the GODORT CD-ROM Standards and Guidelines and
to provid input into the NCLIS CD-ROM standards assessment process.
It was suggested that the discussion be limited to CD-ROMs and be expanded
to the web over email.

        Suggestions were made for additions/deletions/changes to
the list provided by Chuck on "CD-ROM/Electronic Information Product
Standards." Brian Rossmann volunteered to assist Chuck on putting this
out on Govdoc-L for comment and in producing a report by March. The GITCO
Chair will take a proposal to the GODORT business meeting for a cover
letter to be prepared by the GODORT chair.
        b. Web Page Template--An OLD BUSINESS item, this issue was
addressed following Chuck's moved-up new business item. Mary Mallory
summarized the Web Page Template activities. Larry Schankman has removed
his mirror site, leaving Cathy Hartman's site as the sole template site.
Much positive feedback has been received about the site since its
creation.
The committee recommended that the GITCO Chair contact
Sheila McGarr about Cathy and Larry doing a presentation at the next
Depository Library Conference, in addition to a talk table there. Also,
the Chair will publicize the presentation and talk table on Govdoc-L.
In addition, the committee approved that a letter be
written by the GITCO Chair to Cathy's supervisor about her great work on
this project, as a Friend of GITCO.
        c. Discussion of possible GITCO program and other
projects--Barbara Levergood led a discussion on possible program. Several
ideas were presented and reviewed.
The Education Committee's ManT 9s1tI59seinistrative Resources
page was met with interest, but the Committee felt it needed further
information. The feeling was that GITCO is very busy right now and the
committee was unsure of how this project differed from other projects
already in existence. Barbara will get additional information and will
forward it to GITCO and Cathy Hartman.
                A 20 minute extension of the meeting was approved.

                Four GITCO program ideas were reviewed:
                1) CD-ROMs--use, installation, etc.
                2) Standards issues
                3) CD-ROM Documentation Project
                4) Census 2000: GIS--MAGERT, LITA, GODORT

Following a discussion, Cynthia Jahns moved and all approved to endorse in
concept a program by GODORT, MAGERT, LITA Joint Task Force on GIS on
Census 2000 at Annual 2000 and an interest in GITCO's participation.
          At the next GITCO meeting, the idea of training on CD-ROM
installation and "traveling techies" will be discussed. This will be
taken by the GITCO chair to the Program Committee for a possible Annual
1999 preconference. Concern was expressed about the workload for GITCO
for such a preconference, but there was enthusiasm about the topic.
        d. A discussion of the GITCO time slot will be handled over
email.
        e. The possibility of a GODORT dues increase was discussed.
Most preferred a ten dollar increase, a few preferred five. Overall
feelings were to increase the amount to whatever GODORT needs.
The meeting was adjourned at 6:00pm

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Please send comments and suggestions to jrjacobs@gort.ucsd.edu
URL: http://sunsite.berkeley.edu/GODORT/gitco/minutes198.html
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