Committee Activities

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COMMITTEE ACTIVITIES

Minutes of CEAL Executive Committee Meeting I
Wednesday, March 26, 2003  9:00 a.m.-12:00 noon
Hilton Hotel, New York City

Present: Bill McCloy (Washington Law) [President]; Abraham Yu (UC Irvine) [Vice President/President-Elect]; Doris Seely (Minnesota) [Secretary]; Wen-ling Liu (Indiana) [Treasurer]; Executive Committee Members-at-Large: Hsi-chu Bolick (North Carolina at Chapel Hill); Vickie Fu Doll (Kansas); David Hickey (Florida); Sachié Noguchi (Pittsburgh); Zhijia Shen (Pittsburgh); Amy Tsiang (UCLA); Committee Chairs: Karen Wei (Illinois at Urbana-Champaign) [Chinese Materials]; Kuniko Yamada McVey (Harvard) [Japanese Materials]; Hideyuki Morimoto (Columbia) [Technical Processing]; Wooseob Jeong (Wisconsin at Milwaukee) [Library Technology]; Sharon Domier (Massachusetts) [Public Services]; Hyokyoung Yi (Washington) [Korean Materials]. Jim Cheng was a guest for the first part of the meeting.

I. AGENDA REVIEW – Bill McCloy

Three items were added to the agenda: a presentation from Zhijia Shen about the Luce Summer Institute, and announcements about the JEAL editor and the statistics coordinator.

II. CEAL DIRECTORY ON-LINE – Jim Cheng

Jim Cheng reported that the process of putting the CEAL Directory on-line is now complete and that the work of the ad hoc committee formed for this purpose is completed. The committee was therefore disbanded.

Wen-ling Liu reported that there are still quite a number of people, both vendors and CEAL members who would like to have the CEAL Directory available also in print form. This issue was to be discussed at the Meeting II under new business.

III. LUCE SUMMER INSTITUTE – Zhijia Shen

The University of Pittsburgh has received grant funding for a three-week institute, the Luce Summer Institute for East Asian Library Management: China Focus, to be held in July and August of 2004. The fee will be $300; the prerequisites are at least three years of professional experience and 2 letters of recommendation. Twenty people may register. Help is needed from CEAL in recruiting faculty and setting the curriculum. A survey asking for input on the curriculum was to be circulated at the plenary session. [This was done].

IV. JEAL EDITOR AND CEAL STATISTICS COORDINATOR – Abraham Yu

Gail King has accepted reappointment for another three years as JEAL editor. Vickie Doll will continue as CEAL Statistics Coordinator and still has the help of Calvin Hsu and Fung-yin Simpson.

V. APPROVAL OF MINUTES – Doris Seely

The minutes of the 2002 meetings were approved.

VI. TREASURER’S REPORT – Wen-ling Liu

The Treasurer’s report was presented and is appended to these minutes.

VII. CEAL ELECTION RESULTS – Doris Seely
Noguchi and Seely counted most of the CEAL ballots before the meeting and a few more during the Plenary Session. The following new officers were elected:

Secretary: Joy Kim  
Treasurer: Sarah Elman  
Executive Committee Members-at-Large: Bob Felsing and Kris Troost

McCloy asked if we might want to use electronic ballots in the future and post the candidates’ statements on the Web. Seely found that mailing the statements with the ballots makes for a very bulky mailing and delays the mailing process while we wait for statements to be written. The bulky mailing can be taken care of by using larger envelopes. Delaying the mailing to wait for statements is a bigger problem, since CEAL is habitually late in starting the nominating process and always in a great last minute rush to get the ballots out in time so that people can return them before the CEAL meetings.

Morimoto said he knows from the returns he got of CEAL dinner reservation forms mailed with the ballots that there are still a quite a number of people who have no electronic access to CEAL and for whom the ballot mailing with the meeting schedule and dinner reservation form is the only notice they get of the CEAL meetings. We would need to continue sending paper ballots to these members. There was discussion of security considerations and how we might profit from the experience of the OCLC CJK Users’ Group in electronic voting.

VIII. RECOGNITION OF OUTGOING MEMBERS – Bill McCloy

Outgoing Secretary Doris Seely, Treasurer Wen-ling Liu, and Members-at-Large Hsi-chu Bolick and Sachié Noguchi were recognized and thanked for their services.

IX. INTRODUCTION OF NEW MEMBERS/CEAL SLIDE SHOW – Vickie Doll, Abraham Yu

Vickie proposed to Abraham that she could take pictures on Wednesday and Thursday and then present a slide show along with the introduction of new members at the CEAL Fellowship Dinner on Thursday evening. There were no objections to this proposal.

X. CEAL STATISTICS STATUS REPORT – Vickie Doll

Retrospective CEAL statistics are now being put on-line. The statistics people would like to see a special issue of JEAL devoted to statistics. They are willing to do the writing.

XI. PRECONFERENCE WORKSHOPS – Hideyuki Morimoto

The preconference workshop on cataloging of Buddhist materials was a great success; there was something to be learned by everyone from novices to the most experienced catalogers. There were 28 participants and many more applicants who could not get in. The hope is that the workshop can be repeated for those who were disappointed this time.

XII. CEAL AD HOC BYLAWS COMMITTEE STATUS REPORT – Bill McCloy, Abraham Yu

The 10th revision of the proposed new bylaws had been distributed before the meeting and is appended to these minutes. Abraham Yu was to report on it to the Plenary Session and request member input. [Done.]

XIII. PRESIDENT'S TERM UNDER NEW BYLAWS – Bill McCloy
In the draft of the new bylaws it is proposed to change the president’s term from one year to two years as Vice-President/President-Elect, three years to two years as President, and one year as the immediate Past President. There was some discussion as to whether the proposed new term should apply to Abraham Yu, but it was recognized that we cannot implement bylaws that have not yet been approved and no action could be taken.

XIV. REPORT OF THE AD HOC CEAL TASK FORCE ON ALTERNATIVE FUNDING – Wen-ling Liu

The report was distributed before the meeting and is appended. It proposes five ways of obtaining more funding: 1) grants from foundations for specific projects, 2) ads in JEAL, 3) publish only on-line and save printing and mailing costs, 4) charge even more for institutional subscriptions than we do already and call them memberships, 5) charge a registration fee for the CEAL meetings.

The rationale for charging more for institutional subscriptions was that this would serve as a membership fee to defray the costs of collecting statistics from smaller institutions. Seely objected that, first, we can’t go against the AAS rule that only people, not institutions, can be members; and second, no small, under-funded and understaffed collection will pay an exorbitant fee for the privilege of filling out the CEAL statistics survey. They will consider it a chore, not a privilege, and if we really want their statistics, we would do better to make it as inexpensive and easy as possible to respond. Noguchi pointed out that in many libraries the only people interested in reading JEAL are CEAL members who have their own subscriptions, which makes an institutional subscription a luxury that no one can afford, especially in these times of huge budget shortfalls.

McCloy suggested that grants, registration fees and donations seem the most likely sources.

XV. CEAL GRANTS TO COMMITTEES – Bill McCloy

CEAL committees would like to be able to pay for the CEAL dinners of non-members who are speakers at the various CEAL committee meetings. The question is how this funding should be arranged. This year the Committee on Chinese Materials had some grant money left which was used to pay for guest speakers’ dinners. Should CEAL then also reimburse the guest speakers of the Committee on Japanese Materials? If so, how should this be arranged? What should the future practice be? Might individual committee members donate to a hospitality fund to be used for this purpose? The questions were posed but no decision at this time.

Submitted by Doris Seely

TREASURER’S REPORT – Wen-ling Liu

As of February 2003, the CEAL account held $12,260.1, a net increase of $3,074.36 over the previous year's final total. We are in good health financially, with a balance of $13,315.68 as of March 24, 2003, due to the recent membership drive. In addition, the sub-account established for the Committee on Korean Materials has a balance of $1,037.78. The sub-account for the Committee on Chinese Materials has a balance of $446.44. We can continue to support Committee programs and, at the same time, look for methods of fund-raising.

As of March 24, CEAL has 248 members listed as JEAL subscribers (I didn't check with their AAS membership status) and 130 institutional subscribers. In 2002, we had many cancellations due to retirements and budget cuts, but we also recruited 28 new individual subscribers and 5 institutional subscribers. As a result, there is a decrease of eleven individual members from last year and a slight increase of 3 institutional subscribers.
DRAFT BYLAWS OF THE COUNCIL ON EAST ASIAN LIBRARIES

Members: David Hickey, Zhijia Shen, Amy Tsiang, Abraham J. Yu (Chair)

The 10th revision of the proposed new bylaws is available at:

http://sun3.lib.uci.edu/~ajyu/ceal/ceal_bylaws03.htm

ALTERNATIVE FUNDING TASK FORCE SUB-GROUP ON GRANT AGENCIES

Members: Kuniko Yamada McVey (Chair), Joy Kim, Gail King

The Alternative Funding Task Force, chaired by Wen-ling Liu, gave the Task Force Sub-group on Grant Agencies the charge to investigate not-for-profit foundations and agencies that might be possible sources of funding for the Council on East Asian Libraries. The work of investigation was divided as follows:

Kuniko Yamada McVey—Japan-related grants
Joy Kim—Korea-related grants
Gail King—China-related grants

A union report of the pooled results of the possible agencies follows.

Foundations

Chiang Ching-kuo Foundation – conference and workshop grants, publication subsidies, Chinese culture and society
Dae San Culture Foundation (promotes Korean literature, book grants to several libs)
Dae Woo Foundation (supplies books)
Freeman Foundation – interest in projects that support understanding of Asia
Japan Foundation
Korea Culture and Art Foundation
Korea Foundation
Korea Research Foundation
Luce Foundation – grants promoting understanding between Asia and the U.S.
SBS Munhwa Chae dan (has supported library and other cultural projects in the US)
Seonam Foundation
Technological Innovation and Cooperation for Foreign Information (library projects; grants every 3 years)
Toyota Foundation
William Bingham Foundation – grants in fields of health, arts, education
Yon Am Foundation (library projects; has supported at least one US library)
Yon Kang Foundation

Other potential sources

Vendors and publishers are possible sources of funds for CEAL, through advertising in the Journal of East Asian Libraries, if the organization decides to adopt this means of generating revenue. Some possibilities are listed below.
Academic publishers on Asia, for example
Asian Culture Press
Chinese University of Hong Kong Press
East Bridge Books on Asia
Lynne Rienner
University of Hawaii Press
Used and antiquarian bookstores specializing in Asia
Bookstores in Korea
Eulyoo
Kyobo
Panmun (Gave CKM two $1,000 grants)
Tachaksa

Conclusion

The sub-group wishes to emphasize that in order for CEAL to receive any kind of consideration for a grant or funding from any of the above foundations or funding agencies, it is essential that we first have a demonstrated need for it. That is to say, we must first have a worthwhile project we propose to undertake, one that will in a concrete, specific way improve understanding of Asia, based on our abilities and capacities as an East Asian library group, and then look for funds to make the project possible.

Report prepared by Gail King
February 24, 2003

ALTERNATIVE FUNDING TASK FORCE SUB-GROUP ON JOURNAL ADVERTISEMENT AND OTHER FUNDRAISING ISSUES RELATED TO JEAL

Charge: This sub-group will consult with other not-for-profits that have ads in their publications to see how they handle this issue.
Sub-group members: Vickie Doll (Chair), Annie Lin and Wen-ling Liu

Method used:
I. Examine 24 AAS affiliates that are similar to CEAL in size and nature (East Asia concentrations)
II. Three members each were assigned 8 publications to research their advertisement practices and to contact editors for their advertisement policies and strategies on fundraising.

We were able to collect 11 replies out of 24 organizations/publications. Among the 11 respondents, one doesn’t have a publication.

Conclusions of findings:
 a. 10/10 have no fundraising plans. One did in the past, and then decided to move away from it.
b. All depend on membership fees or subscription fees to cover costs.
c. 3 carry ads of members’ publications or reciprocally exchange ads. Due to the small subscription base, even some commercial ads don’t generate revenue.
d. 3 moved to web-based e-publishing to eliminate printing and mailing costs.
e. 3 university/departments cover supplies, GRAs and overhead cost.
f. 2 have separate fee categories for individuals and institutions.

Recommendations:

A. Carry advertisements:
1) We found that there are no concrete and profitable advertisement plans among peer publications. However, CEAL can explore the possibilities and develop a policy plan to carry advertisements for C, J, K materials publishers/dealers (list can be supplied by C,J, K committees). If JEAL will allow advertisements, and if the Board chooses to explore this possibility, the outcome should be evaluated after a one-to-two year period. We may apply for the status of a tax-exempt charitable organization as was the case of the Japan Art History Forum listed in the appendix.

2) The same advertisement policy should apply to the web edition of the JEAL. This needs to be negotiated with BYU archive. JEAL may have to follow BYU archive guidelines.

B. Publication completely online:

3) JEAL can eliminate the hard copy publication format to save printing and distribution costs.

C. Membership* restructuring: individual and institutional memberships

4) According to JSTOR and a few other aggregated e-journal databases, one of the major criteria in selecting a journal is based on “the number of institutional subscribers a journal has.”

We recommend the Board and the Bylaws Task Force consider the addition of CEAL institutional membership. We should invite all CEAL libraries to join institutional membership and benefit through the JEAL subscription.

There are at least 70 East Asian collections in North America, and 50 of them have regularly submitted annual CEAL statistical surveys. A formal institutional membership is necessary to enforce the goals and objectives of CEAL among CEAL libraries and to strengthen the quality of JEAL. The institutional membership will promote CEAL’s work especially for the many smaller collections, which have limited resources. The JEAL will be a supply of information for those institutions and for new personnel in the field. 50 institutional memberships would be helpful in the current situation, and presumably the institutional membership fee would be higher than for individuals. At the current time, there is no difference.

D. CEAL annual conference registration and fee

5) To better communicate with CEAL membership, a conference registration and a small fee to cover the conference cost would be helpful to enlarge the money base.

Items A-D do not contradict each other. The board may adopt any, or combinations of a few, or all recommendations to pursue a strong financial situation.

Appendix of AAS Affiliates and publications

List below was extracted from AAS affiliates page at: <http://www.aasianst.org/affiliates.htm>

1. Asian Librarians Liaison Committee (ALL)
   Richard Richie, Sterling Memorial Library, #307
   Yale University, PO Box 208240, New Haven, CT 06520-8240

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1 On the JASTOR home page: “How Journals Are Selected”: The titles included in JSTOR have been selected based on the following criteria: 1) the number of institutional subscribers a journal has, 2) citation analysis, 3) recommendations from experts in the field, 4) the length of time that the journal has been published. http://www.jstor.org/about/selected.html accessed March 17, 2003.
Tel: (203) 432-1858

2 ASIANetwork <http://www.asianetwork.org>

3 Association for Teachers of Japanese (ATJ) <http://www.colorado.edu/ealld/atj>

4 China Missions Group
Kathleen L. Lodwick, 2218 Springfield Drive, Chambersburg, PA 17201
Tel: (610) 285-5107; E-Mail: KLL2@psu.edu <mailto:KLL2@psu.edu>

5 Chinese Business History Research Group
<http://www.einaudi.cornell.edu/eastasia/publications/cbh/home.htm>

6 Chinese Historians In the United States (CHUS)
Qiang Zhai, Department of History
Auburn University at Montgomery, Montgomery, AL 36124-4023
Tel: (334) 244-3221

7 Chinese Historiography Study Group
Murray Rubenstein
57 Horton Hollow Road, Putnam Valley, NY 10579-1801
E-Mail: maruby1@ix.netcom.com <mailto:maruby1@ix.netcom.com>

8 Chinese Language Teachers' Association (CLTA)
<http://clta.deall.ohio-state.edu/>

9 Committee on Korean Studies (Publisher of the Korean Studies Newsletter)
Charles Armstrong, Dept of History, Fayerweather Hall
Columbia University, New York, NY 10027
Tel: (212) 854-1721; E-Mail: cra10@columbia.edu mailto:cra10@columbia.edu>

Supported by the Center for Korean Studies at the University of Hawaii, which has assumed responsibility for publishing and mailing the newsletter. There is no advertising--over half the newsletter is about the Korean Studies at Hawaii, since Hawaii has the largest number of Korean Studies professors of any university in the US or Canada.

10 Committee on Teaching About Asia <http://www.ucis.pitt.edu/asp>
Diana Marston Wood, 4E05 Forbes Quadrangle
University of Pittsburgh, Pittsburgh, PA 15260
Tel: (412) 648-7411; E-Mail: dmwood@ucis.pitt.edu <mailto:dmwood@ucis.pitt.edu>

No advertising or fund-raising plan. All questions about funding go to Ann Beard at the AAS.

11 Conference on Chinese Oral/Performing Literature (CHINOPERL) –NO ESPONSE
Joseph Lam, Dept. of Music, 402 Burton Memorial Tower
University of Michigan, Ann Arbor, MI 48109-1270
Tel: (734) 647-9471; E-Mail: jsclam@umich.edu <mailto:jsclam@umich.edu>

12 Early Modern Japan Network <http://emjnet.history.ohio-state.edu> (Publisher of
13  The Historical Society for 20th-Century China  <http://www.lcsc.edu/hstcc/default.htm>
No publication

No advertisement included in the Newsletter and books.

15  Japan Political Studies Group
    Ray Christensen, 730 SWKT, Dept of Political Science
    Brigham Young University, Provo, UT 84602
    Tel: (801) 378-5133; E-Mail: ray_christensen@byu.edu <mailto:ray_christensen@byu.edu>

JPSG is in the middle of changing its fund-raising methods. Previously, they relied almost entirely on a
subscription fee from their members to cover the costs of printing and mailing out the newsletter once a year.
The membership fee was very low, $5.00, but the cost were also very low. As a result, the organization was
able to survive on this source of revenue, without relying on advertising.

At present, they are moving away from fund-raising altogether! They have stopped collecting subscription
revenues, and at the same time will eliminate the printing and mailing costs by publishing the information that
used to go in our newsletter on the web. The Chief Editor is currently getting help from his university in the
form of a graduate student assistant, who is being paid by the hour.

16  Japan Art History Forum
    Patricia J. Graham, 1641 Rhode Island Street
    Lawrence, KS 66044; Tel/Fax: (785) 841-1477; E-Mail: pgraham@ku.edu
    <mailto:pgraham@ku.edu>

The editors have discussed accepting advertisements on the journal’s web site, which is under construction
now, but no one has agreed to coordinate the effort, so nothing has come of this so far. As the web site is
proving expensive to run, they hope someone will volunteer once it is made public. They charge members of
their list $10 per year and simply ask for tax-free donations over this amount, and they’ve received quite a few.
Several years ago they hired an attorney and accountant, and officially went through the tedious process of
becoming a tax-exempt charitable organization so that such donations could be tax deductible. At present
that's all they do.

17  Midwest Association for Japanese Literary Studies (MAJLS)
    <http://www.sla.purdue.edu/fll/MAJLS/>

18  Sino-Japanese Studies Group
    Joshua A. Fogel, Dept of History, University of California
    Santa Barbara, CA 93106
    Tel: (805) 893-4065; E-Mail: fogel@humanitas.ucsb.edu
    <mailto:fogel@humanitas.ucsb.edu>
The editors put together the journal, and the home department helps with the expense. It's incredibly cheap these days with desk-top publishing. They charge $15 (individuals) or $25 (institutions), and with a bit of help from the department with mailing costs, it's been very easy to survive.

19 Society for Asian and Comparative Philosophy (SACP)  
<http://www.missouri.edu/~sacp/>

20 Society for East Asian Archaeology (SEAA) <http://www.durham.ac.uk/SEAA>

21 Society for Ming Studies  
Kim Besio, Dept of East Asian Studies  
Colby College, 4400 Mayflower Hill  
Waterville, ME 04901  
Tel: (207) 872-3393; E-Mail: kbesio@colby.edu <mailto:kbesio@colby.edu>

The situation with Ming Studies is very simple. The journal charges subscribers ($25 individuals, $40 institutions) for subscriptions. This covers our printing and mailing charges. The editorial work is not reimbursed. The University of Minnesota supplies an office, a student worker, and some overhead. Beyond this we have no fund-raising device. We have carried a couple of ads, but they do not generate revenue because our circulation is too small to make us a good advertising venue.

22 Society for the Study of Early China <http://humanities.uchicago.edu/easian/earlychina>  
Donald Harper, East Asian Languages & Civilizations  
301 Wieboldt, University of Chicago, 1050 E. 59th St., Chicago, IL 60637  
Tel: (773) 702-1255; E-Mail: dharper@uchicago.edu <mailto:dharper@uchicago.edu>

SSEC does not generally engage in fund-raising activities other than to sell its journal and monographs. Advertisements in the journal Early China are either of our own monographs or are by reciprocal exchange with other journals (such as Asia Major).

23 Society for the Study of Chinese Religions (SSCR)  
<http://www.library.wisc.edu/guides/EastAsia/SSCR/>

24 Society for the Study of Japanese Religions (SSJR)  
<http://www.wfu.edu/Organizations/ssjr/>

We do not do any fundraising per se. We ask for nominal membership dues once a year, with the understanding that paying them will ensure that one receives regular Bulletins (twice a year) and an annual Supplement (once a year). All of the above are now in electronic form. Only about 10% of our listed membership pays dues.

*Membership fee

1. We suggest that CEAL change the “CEAL subscription fee” to a “membership” fee so we have no confusion as who is a member and whose intention was only to subscribe to the journal. Many libraries subscribe to JEAL, and the individual benefit of membership is confusing. Let’s make it clear that institutions have to subscribe through the institutional fee (ex. $60 a year), and individual membership could be $30 (with JEAL as a membership benefit). More subscriptions will make JEAL a more prominent scholarly publication (the criteria of evaluation of a professional journal). There are many cases now when an individual never subscribed to JEAL (therefore not a member) but argued that the institution subscribed to JEAL, so there is no need for individual subscriptions, etc.
2. If we are a formal organization, we should charge an institutional "Membership" fee instead of a "subscription" to JEAL. To collect annual statistics, we need to have official institutional members with the right to ask for statistics and list them as CEAL libraries in the statistics. Now the situation fluctuates every year. We call them CEAL libraries; however, there is no formal relationship, and many smaller collections didn't even know our existence when we asked them for statistics. They don't have a copy of JEAL, and didn't know how to get into the community.

3. We would like to make it clear which library is a CEAL member library and which is not. We don't need to spend time to collect their information (lots of work) if they are not institution members.

Prepared by Vickie Doll
3/21/03

CEAL Executive Committee Meeting II
March 28, 2003, 7:00-9:00 pm
East Suite, New York Hilton


Abraham Yu, the new President, welcomed and introduced the newly elected Executive Committee members: Sarah Elman (Treasurer), Joy Kim (Secretary), and Bob Felsing (Member-at-Large). Other Members-at-Large, Vickie Doll, David Hickey, and Kris Troost, were unable to attend.

JEAL Online—Gail King

Gail King reported that all issues of the Journal of East Asian Libraries beginning from 110 (Oct. 1996) have been mounted on the Website of the Scholarly Publications Center (SPC) at Brigham Young University (http://spc.byu.edu). For the most recent year, only the tables of contents for each issue are visible. Following migration of the SPC to a new software system summer 2003, each issue will be searchable by author, title, and keyword.

Following the advice of BYU Legal Counsel, Gail has collected forms granting permission for electronic publication from contributors of past JEAL issues, with 70 more still remaining to be collected. In the future, the form will be included in JEAL and the release will be signed in advance. Gail hopes to add to the JEAL Archive to include issues as far back as possible. She will write a proposal to the SPC to scan past issues into the Archive. The question of making JEAL entirely online was briefly discussed, addressing the printing and postage costs, but no decision was made. Gail was thanked for her superb service as the Editor of JEAL for many years.

Electronic Reference Desk Task Force—Sharon Domier

The initial proposal for an electronic reference desk came out of the NCC Year 2000 Conference three years ago. Gail King suggested that the scope be broadened beyond to cover East Asia and asked the CEAL Executive for support. The Executive Committee agreed to the idea of a joint CEAL-NCC Task Force. Task Force volunteers discussed the various factors that needed to be considered in establishing a digital reference desk and looked for possible models. Sharon Domier and Gail King were funded by NCC to attend the Virtual Reference Desk conference in November 2000 and talked with the developers of Incubator software, which seemed like a good prospect for us. The Task Force members supported this proposal and NCC funded
the customization. In exchange for beta testing, AskEASL received a free upgrade to the new version of the software. The new version is much closer to fulfilling the needs of academic librarians and seems to have solved most of the issues that task force members had.

AskEASL has now 80 volunteers, but the majority of questions are answered by a small number of volunteers. It has answered an average of 5 questions per week and many of the users are neither academics nor living in the United States, and therefore unable to receive traditional reference services. After discussions, the roles and relationship of CEAL and NCC for this cooperative project were defined as follows:

- AskEASL will be a part of Committee on Public Services’ regular responsibilities
- An NCC advisory committee will be created to oversee and provide support, encouragement, and funding when necessary
- Sharon Domier, co-chair of the NCC oversight committee, will work as a liaison between NCC and CEAL.

New Business

A. Equipment Coordinator for CEAL 2004—Abraham Yu

Sun-yoon Lee of USC agreed to continue as Equipment Coordinator for 2004. After discussing the roles of the Equipment Coordinator and the Committee on Library Technology (CLT), the EC made the following decisions:

The Equipment Coordinator will work with CEAL Committee Chairs and AAS before the Conference, and

CLT members will perform all on-site duties during the conference.

B. Asian Librarians Liaison Group (ALL) Meeting—Abraham Yu

Hideyuki Morimoto and Zhjia Shen will represent CEAL at ALL meeting.

C. JEAL—Suggestions for Feature Articles—Gail King

Gail relayed Frank Schulman’s suggestion that JEAL issues feature retired CEAL members and past leaders to document their significant contributions. This idea was enthusiastically supported.

D. JEAL—Should it be a Refereed Journal?—Gail King

Pros and cons of making JEAL a refereed journal—a recurring theme—were discussed again. Several members voiced their strong support arguing that the enhanced prestige would stimulate more contributions, while a few others expressed concerns that it may discourage the less-confident prospective authors from contributing. Gail will research on other journals that have made that transition in recent years and report on the findings to the Executive Committee.

E. Submission of CEAL Publications to AAS Archive—Abraham Yu, Bill McCloy
EC members were reminded that all reports and publications from CEAL should also be submitted to the AAS Archive.

Other New Business

Program Content Overlap Among Committees: Several members expressed their concerns about program content overlap this year. Committee Chairs were advised to refer proposals to other appropriate committees according to their content matter. Proposals that cannot be accommodated by annual meeting programs should also be referred to JEAL.

Membership Policy: Sarah Elman asked why inactive members are kept on the membership roster. She was advised that the method of maintaining the roster is up to the Treasurer, as long as the old rosters are archived.

CEAL Meeting Schedules: After reviewing the historical reasons and pros and cons of holding CEAL meetings before AAS, it was concluded that holding the bulk of CEAL meetings before AAS was advantageous because it gives us more freedom.

CEAL Directory: Jim Cheng and his committee did the initial setup and inputting of the online directory, but maintaining it would be the responsibility of Membership Committee if the proposed Bylaw revisions are approved.

Second EC Meeting: One EC member suggested changing the time of the second EC meeting to avoid a conflict with a major AAS event. Since not all EC members were present, this will be followed up by email.

(Recorded and respectfully submitted by Joy Kim, Secretary)

Committee on Korean Materials Annual Meeting
Wednesday, March 26, 2003
7:10-9:00 PM
Beekman Parlor, New York Hilton
New York City

Minutes

1. Opening

Hyokyoung Yi, Chair, welcomed everyone and introduced committee members. She gave a brief update on the Committee's future plans which include: proposing revisions to the rules for Korean romanization and word division, following-up on free trials of Korean electronic databases, and maintaining the Internet Subject Guide on the Committee's homepage. She also announced that Mikyung Kang of UCLA was unable to attend the meeting, so her talk "Survey on Usage of Korean Studies Online Databases" would not be presented.

2. The Korean Collection at the British Library & Their North Korean Connection
Beth McKillop, librarian from the British Library (http://www.bl.uk), visited libraries in Pyongyang in 2001 and in 2002, when Britain was establishing its embassy in Pyongyang. She talked about her experience with North Korean libraries and about her library's Korean collection.

- Korean Studies is currently taught in the Universities of London, Oxford and Sheffield. The British Library started its Korean collection while still called the British Museum Library. The Library collects materials in the humanities (Ms. McKillop's area) and also in science and technology. The United Kingdom and North Korea have had a state to state library relationship over a period of many years, but the interactions were not very active. Since the economic crisis of the 1990's, it has not been an easy matter to revive the relationship with Pyongyang. During Ms. McKillop's visits, she focused on cultural and archaeological institutions such as museums, galleries, archaeological sites, and the National Library in Pyongyang.

- The Grand People's Study House in Pyongyang, which was founded in 1982, has the capacity for 30 million volumes and functions as a social education center. In 2001, the library installed a networked catalog to replace its card catalogs. Ms. McKillop observed evidence of international support such as a UNESCO computer learning center equipped with standard computers and modern software as well as an English Language Learning Center.

- For an initial exchange visit, the British Library invited Dr. CHONG Tae Gyong, Deputy Director of the Grand People's Study House, and his interpreter to the 2002 IFLA conference in Glasgow. The aim was to encourage contact between the North Koreans and the international community. The visit was sponsored by the Foreign and Commonwealth Office of the United Kingdom.

- Ms. McKillop was able to purchase books from officials of the Foreign Bureau in Pyongyang. She chose literary and historical works as well as dictionaries and reference works. There was a very small amount of material available, and only a few publications were translated into English. She noted that in addition to North Korean suppliers, North Korean books can also be purchased through Japanese book dealers.

- Arranging an acquisitions trip to North Korea is difficult these days, but it is important to keep trying.


Myoung C. Wilson, a social sciences librarian from Rutgers University, spoke on "Korean Government Publications: Untapped Treasure Trove". She discussed her recently published book, an important reference tool intended to enhance access to Korean materials for an English speaking audience. Entitled, "Korean Government Publications: an Introductory Guide", the work was modelled after an American Library Association Project which resulted in 1990 and 1994 editions of the "Guide to Official Publications of Foreign Countries".

- Data Collection was done in three phases:
  
- Shelf reading/browsing at the library of the Korean Government Publishing Office, the National Library of Korea, and the National Assembly Library
- selection of North Korean materials from publications of the (South Korean) Ministry of Unification.

• Three principal types of publications were included in her work: statistical yearbooks, yearbooks, and white papers

• Four depository libraries are primarily responsible for access to and dissemination of Korean government publications: the National Library, the National Assembly Library, the Korean GPO, and the National Archives. All four libraries are located in Seoul but follow a different concept of depository libraries from that used in the United States. The Korean government has accelerated its activity in building digital libraries, but there is an overall need for private sector engagement to repackage government information and to enhance access. It will also be important for the Government to provide an open political environment for the production, dissemination and wider use of government publications.

4. Key to the Treasure Trove: Assessing the Digital Library at the Korean National Assembly Library

Joy Kim from the University of Southern California reported on USC’s experience with the Digital Library of the Korean National Assembly Library (KNAL).

• An exclusive contract was signed in 2002 at USC for one year’s access to the Digital Library. USC reciprocated by hosting a visiting librarian from the KNAL.

• The Korean National Assembly Library provided the client software which was installed on 5 computers in the East Asian Library (EAL).

• The Databases, consisting of a combination of bibliographic records and full text, are updated regularly. As of Feb 28, 2003, over 4 million items in over 40 million pages were included. The full-text databases include monographs, government publications, dissertations in all fields, social science journals, historical newspapers, and documents on Korea held by overseas libraries.

• USC’s usage statistics show that the most popular database was the full-text “Dissertation Database”.

• Limitations included the following: access was confined to designated machines in the USC East Asian Library, printing was slow (PDF files), electronic output was not allowed (for copyright reasons), and there was no list of available serials.

• The Korean National Assembly Library has plans to open the Digital Library to all overseas libraries freely in the near future. Those who are interested in obtaining an access agreement with the KNAL should contact Mr. Kwang-Jin Kim, Director of Audit and Planning at KNAL. Email
him in Korean at kjkim@nanet.go.kr or in English at intlcoop@nanet.go.kr. For questions, please contact Joy Kim (joykim@usc.edu) or Sun-Yoon Lee (sunyool@usc.edu).

5. Thank you, But Not Yet: The 2002 Free Trials of Korean Commercial Databases by North American Libraries

Joy Kim reported on the free trial access to Korean databases, which was offered by two vendors: Nuri Media (www.nurimedia.co.kr) and Dong Bang Media (www.dbmedia.co.kr) in 2002.

- The original 3-6 month trial was extended to a whole year. Over 30 individuals at 21 institutions (mostly North American libraries, with one from England, and one from Australia) signed up to participate. Thousands of full text journals, references, documents, classics, ebooks and multimedia were offered.

- The Usage statistics show that only five institutions utilized the databases actively. Dong Bang Media is willing to extend the free trial, 6 months at a time, and is willing to offer special discounts to overseas users. Nuri Media will not extend the free trial but may open all databases with the purchase of just one product each year. Nuri is exploring the possibility of implementing a document delivery service in which clients pay per item, rather than for the whole database. (NOTE: Nuri later publicly announced its new document delivery service. To sign up, go to http://kyobo.dbpia.co.kr/.)

- Joy would like to do further study about the barriers that might have caused the low usage. She speculated that possible factors might be: technical problems, insufficient training and/or publicity, hardcopy still preferred by scholars, or overseas Korean studies not yet at the level to require such extensive resources. The trial gave vendors the sense that overseas market potential is “not high”.

- Joy suggested a workshop on Korean electronic resources for end users (scholars) at the AAS conference as a possible next step.

6. Korean Short Story Index

Kyungmi Chun from the University of Hawaii made a presentation on the Korean Short Story Index. The index currently consists primarily of Korean short story collections held at the Hamilton Library of the University of Hawaii. Short stories published in literary magazines are not included.

The index is arranged by authors' names in Korean alphabetic (hangul) order. The database currently contains the contents of about 1,000 collections. Its compilation took about two and half years. It is a free database. Any interested users can help to build this index by sending Kyungmi Chun (Fax: 808-956-5968) full bibliographic information (author, title, place of publication, publisher, year of publication) and a copy of the table of contents of a collection.

7. The Challenges Of Developing And Managing A Korean Video Collection
Sun-Yoon Lee from the University of Southern California discussed the collection development and cataloging procedures for USC's Korean VHS/DVD film collection.

- The vendors for South Korean movies are YesAsia, AsianDB, YeonDVD, Chongchun Kukchang, KBS Media, MBC Production, and SBS production.

- The vendors for North Korean movies are: Let's go Pukhan Yonghwa, Koryo Trading Co., Chongum Travel, Rainbow Trading Co., and NAATA.

- Contact information for the above vendors as well as Internet resources (Cinema/Film Internet Resources, Audio/Video Dictionary, DVD Dictionary) and details on cataloging can be found in Sun-Yoon's power point presentation on the CEAL Committee on Korean Materials Annual Meeting page (http://www.usc.edu/isd/archives.arc/libraries/eastasian/korea/ckm/).

- For further information:
USC collection: http://www.usc.edu/isd/korean/resources/video-ab.html;

Sun-yoon Lee: sunyoonl@usc.edu.

8. Announcements and closing

The meeting was adjourned at 9:00 p.m.

Recorded by Lucia Park, University of British Columbia