NCC
National Coordinating Committee on Japanese Library Resources

National Program
for Coordinated Japanese Library Acquisitions
of Multi-Volume Sets and External User Services

Project Announcement
FY 1995-96

Procedures

I. Program

A. Objectives: The objective of this project is to strengthen Japanese research resources in American university libraries by supporting the purchase of expensive multi-volume sets in the Japanese language. The related goals are to utilize finite book funds most effectively, to ensure that valuable materials are available in at least one library, and to increase access to Japanese research materials by rationalizing expenses on a national basis.

B. Administration: The Project Administrating Committee consists of six representatives from scholars and librarians of Japanese studies who are appointed by the NCC. It functions as a clearinghouse for purchase requests primarily of expensive multi-volume book sets. For the current fiscal year project, the committee will consider applications for multi-volume reprint sets of ceased serial publications. Applications may also be made for microforms, VIM, sound, cartographic materials, and other types of library materials of non-electronic nature. The Committee will keep records of what is requested, approved or not approved, and purchased, and will publish these records periodically. The Committee members will consult regularly.

1. The Project Administrating Committee, appointed by NCC, functions as a clearinghouse for the project. Currently the membership consists of Toshiyuki Aoki, Sally Hastings, Kevin Lin, Hideyuki Morimoto, Sachie Noguchi, and Mariko Tamanai.

2. Funds awarded by the Japan-U.S. Friendship Commission are deposited in an account with, and will be disbursed by, the Japan Publications Trading Company on instructions from the Committee.

II. Selection of Sets:

Sets considered by this project are defined as those Japanese imprint titles falling within the area of Japanese studies that cost more than ¥100,000 (about $1,000.00) per set. Support is not available for those expensive sets that are
essential to any library such as Iwanami’s Nihon koten bungaku taikei (Collection of classics of Japanese literature). The focus is on those expensive multi-volume sets which, while important for research, are rather specialized and strain library budgets.

To qualify for consideration, the Committee must decide that the set should be available in at least one library in the United States, no matter how large and expensive it may be, but it should not be owned by more than three libraries. Therefore, if three libraries have a certain set, the set may not be purchased under this project. Also excluded are journal and newspaper backfiles of currently-published periodicals, as they require another form of cooperation.

The Committee determines which sets will be purchased and which libraries will receive them. The specialty, uniqueness, and collection development tradition of the library, the presence of actual users of specific sets, and the accessibility of catalog data will be considered.

III. Selecting Libraries:

A. Eligibility: Any library in the United States which is willing and able to meet the following required commitments is eligible.

1. Each library that requests a set sponsored under this program will be required to pay one-quarter of the price of the materials, as well as shipping, handling and other charges related to the acquisition of the set. That is, the program will provide 75% of the purchase price of set, and the library pays 25% of the price plus acquisitions costs of shipping and handling. This practice not only demonstrates the library’s commitment toward the purchase but also avoids an uneven concentration of acquisitions at a limited number of libraries.

2. The library receiving materials must agree to provide prompt cataloging into either RLIN or OCLC, as soon as possible but no later than June 15, 1996. The library is required to notify the Committee as soon as cataloging is complete by sending a printout of the cataloging record. Libraries that are not prompt may not be considered for funding in the future.

3. Library materials purchased using funds from this program must be available free of all charges to users at other institutions. Upon request, the library must promptly lend the material through interlibrary loan. The materials should be considered the communal property of the Japanese studies library community, and shall be distributed according to local library procedures insofar as these regulations do not exclude users from free access to the materials. Bookplates will be provided to assure that no fee is charged.
B. Application Procedure: For FY 1995-1996, please use the attached application form, following the attached guidelines, which will be sent to all CEAL members, and which are also available from:

Dorothy Gregor, NCC Director  
201 University Avenue H6  
Berkeley, CA 95710-1618  
E-mail: gregor@library.berkeley.edu

The proposal (one original and five copies) should be submitted by the institution’s library to:

Sachie Noguchi, NCC MVS Subcommittee Co-Chair  
East Asian Library  
264 Hillman  
University of Pittsburgh  
Pittsburgh, PA 15260  
Tel: 412-648-8842  
Fax: 412-648-7683  
E-mail: noguchi@vms.cis.pitt.edu

Incomplete bibliographic as well as acquisitions-purpose data provided by an applicant library to the Committee may constitute a ground for Committee’s rejection of the application.

All proposals must be postmarked by January 10, 1996. If delivered by other means, proposals must be received at the NCC office by the close of business on January 10, 1996. Announcement of the awardees will be made by February 20, 1996.
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Application Guidelines
1995-1996
Multi-Volume Set Project

I. General Information:

A. SUBMISSION:

Applications are due to NCC by January 10, 1996. They should be sent to:

Sachié Noguchi, NCC MVS Subcommittee Co-chair
East Asian Library
264 Hillman, University of Pittsburgh
Pittsburgh, PA 15260

Tel: 412-648-8842
FAX: 412-648-7683 Attention: Sachié Noguchi
E-mail: noguchi@vms.cis.pitt.edu

B. TITLES:

You may apply for any multi-volume sets, monographic or reprints of ceased periodicals, as well as non-print materials of non-electronic nature, which you identify as both useful for your collection and essential for national resource purposes. Please be sure to include evidence of having searched the national databases, print and electronic, with results found. Include publishers' advertising brochures or copies, if they are available. Keep in mind, however, that materials published before 1994 will be given preference in FY 1995-96, and that materials currently held by three or more institutions will not be considered for support under this program.

C. OBLIGATIONS:

Support for purchase of materials is given with the understanding that institutions receiving support will do the following: submit orders for multi-volume sets to be purchased within a month of receiving the letter of notice of support; that they will catalog, with full analytics, their purchases into a national database (RLIN or OCLC), and send the committee copies of the cataloging records, by June 30, 1996; and that they will provide free interlibrary loan of materials purchased with this
support.

II. Completing the Application:

A. Applicants for this project are institutions, that is, libraries in the United States which collect, process, and serve East Asian language materials. The Librarian submitting the application is the person responsible for communication with the Multi-Volume Set Project Administering Committee.

B. Please provide the fullest bibliographic information available, and the most recent price in yen. At the least include the items on the application form. If available, include any parallel titles, edition information, distributor as well as publisher, series statement, and any material-specific information.

C. Supporting information should include reference to:

1. the strength of the institution's collection;
2. its ability to catalog promptly and completely materials into a national database;
3. the potential use of materials by local faculty and students and by the national scholarly community;
4. evidence of University or other institutional support for the Japanese collection (if support for the purchase of a partial set is requested, plans to purchase remaining portion should be outlined);
5. confirmation that interlibrary loan of the materials will be free; and
6. justification of the value of the requested title to the national body of Japanese resources.

*Letters of support from relevant divisions for items 2, 4, and 5 -- such as the heads of the cataloging unit, collection development budget division, and/or interlibraryloan office -- strengthen your application.
Application Form
Multi-Volume Set Project
1995-1996

(Please refer to the Guidelines when filling out this form)

A. Applicant:
   1. Institution:
   2. Address:
   3. Librarian Submitting Application
   4. Title:
   5. Telephone
   6. Fax:
   7. Electronic Mail:

B. Titles Requested:
   1. Title:
   2. Place of Publication: Publisher, Year of publication:
   3. Number of Volumes/ reels/ videocassettes/ disks:
   4. ISBN / ISSN:

(Please add additional sheets as necessary for more titles.)

C. Supporting Information (add up to two separate sheets for narrative):
COUNCIL ON EAST ASIAN LIBRARIES

Association for Asian Studies, Inc.

PERSONAL SUBSCRIPTION APPLICATION/ADDRESS CHANGE

In accordance with the Article III of the CEAL Procedures, you are a member of the Committee on East Asian Libraries (CEAL) if you are a member of the Association for Asian Studies and a subscriber to the Journal of East Asian Libraries (title changed from the CEAL Bulletin). However, a subscriber shall have the option of not becoming a member of CEAL if he/she so desires. If you wish to begin or renew your subscription to the Journal of East Asian Libraries, please use the form provided below. CEAL members also receive updates of the CEAL Directory.

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Mailing Address:

City/State/Zip:
Country:

Subscription from #:

If you currently work,
Organization Name:

Library: Division:

Your Title:

Address:

City/State/Zip:
Country:

Telephone no.: Fax no.:

Electronic mail address:

Personal subscription: US$20.00 annually

Please make your check or money order payable to: The Association for Asian studies, Inc. and sent it with this form to:

Sachié Noguchi
CEAL Treasurer
c/o East Asian Library
201 Hillman
University of Pittsburgh
Pittsburgh, PA 15260 U.S.A. E-mail: noguchi@vms.cis.pitt.edu

Tel.: (412) 648-8842 Fax.: (412) 648-7683
INSTITUTIONAL SUBSCRIPTION APPLICATION/ADDRESS CHANGE

In accordance with the Article III of the CEAL Procedures, you are a member of the Committee on East Asian Libraries (CEAL) if you are a member of the Association for Asian Studies and a subscriber to the *Journal of East Asian Libraries* (title change from the *CEAL Bulletin*). However, a subscriber shall have the option of not becoming a member of CEAL if he/she so desires. If you wish to begin or renew your subscription to the *Journal of East Asian Libraries*, please use the form provided below. CEAL members also receive updates of the CEAL Directory.

Organization Name:

Library:  Division:

Address:

City/State/Zip:  Country

Telephone no.:  Fax no.:

Electronic mail address:

OCLC Symbol:  RLIN User Code:

The Head the Library,
First & Middle Name:  Last Name:
Title of the Head:

Mailing Address for the CEAL Bulletin:
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City/State/Zip
Country:

Subscription from #:

Institutional subscription: **US$35.00** annually

Please make your check or money order payable to: **The Association for Asian Studies, Inc.** and sent it with this application form to:

Sachié Noguchi
CEAL Treasurer
c/o East Asian Library
264 Hillman
University of Pittsburgh
Pittsburgh, PA 15260 U.S.A.

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