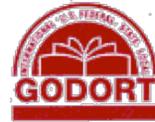


American Library Association  
Government Documents Round Table

# Government Information Technology Committee (GITCO)



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[GITCO Home](#) > Midwinter '99 Minutes

## Minutes

GODORT GITCO Meeting

ALA Midwinter, Philadelphia

Sheraton Society Hill, Ballroom E1

Sunday, January 31, 1999

The meeting was called to order at 2:00 P.M. by chair Barbara Levergood.

Members of the committee and visitors introduced themselves and were welcomed. Some background on GITCOs charge was given by the chair. Those interested in becoming more involved in GITCO were encouraged to contact the GODORT chair or volunteer to assist on GITCO projects as a "Friend of GITCO" (individuals who work on GITCO-related projects but are not officially committee members).

The agenda was approved with the addition of an item under Section 7a, Workgroup 4: Stephen Woods would discuss an option for linking from a MARC record to documentation.

The minutes of the Annual Meeting in Washington, D.C. were approved as written.

## Announcements

DTTP publication is almost back on track.

Beth Bauer is doing very well and is expected to be able to attend Annual in New Orleans.

Despite being absent from today's meeting she has nevertheless contributed.

Rare and Endangered Documents has indicated that it would like to have a liaison from GITCO. Scheduling difficulties (meetings are currently held simultaneously) and whether or not this might cause a problem with respect to the Bylaws Committee were discussed. Brian Rossmann agreed to act as liaison if these issues can be resolved.

The Superseded Project Committee would like input from GITCO on CD-ROM supersession. Cathy Hartman and Annette Curtis-Carroll volunteered to assist.

## Reports from Task Force Representatives

Barb Mann (IDTF), Beth Baur (SLDTF) in absentia by email, Mary Mallory (SLDTF), and Eric Forte (FDTF) reported on the key topics discussed at GODORT meetings that were of interest to GITCO.

## Updates

### GITCO web site and listserv update

Doralyn Edwards reported that a meeting of all the GODORT web editors was held during the current Midwinter Meeting. The GODORT webmaster encouraged more communication and cooperation so that GODORT's web efforts would be more concerted. Archiving of the GITCO pages was suggested but Edwards does not believe that this is a big issue presently because she has tended to augment the content of existing web pages rather than replace it with newer additions. She is considering providing links to rosters of former GITCO members.

### Web Page Template Update

Cathy Hartman is continuing to maintain the Government Documents Web Page template by verifying that the links it contains are still current and adding new links as they come to her attention. She asked the committee if it ought not to be thinking about doing some more marketing to better publicize the template (she had presented a poster session at last Annual; there has been some discussion on Govdoc-1 although this was several months ago). A strategy that the committee suggested was to see if the template might receive some exposure through GPO, in particular in Administrative Notes; Barbara Levergood will contact GPO about the feasibility of this while Cathy Hartman and Mary Mallory will continue to maintain the template.

### Continuing Education Fund Update

Mary Mallory reported that 4 of the 5 applications were funded for web tutorials. GITCO members are encouraged to apply for a grant on any project with topics such as how to install CD-ROMs. Mallory expressed keen interest in continuing to act as liaison to CEF despite her GITCO term being up this year.

Brian Rossmann reported that the letter drafted by GITCO to be sent by the chair of GODORT to NCLIS support of its Assessment of Electronic Government Information Products was completed last summer. Copies of this letter were distributed at last Annuals GITCO meeting. Bob Willard reported on the progress of this project at the current FDTF Update.

#### Old Business

##### CD-Documentation Project

The Chair gave some background and history on the project and commented that it is progressing slowly committee speed. The crucial thing at this point is to get through the planning stage hopefully at this meeting and find a host well before this summer's Annual Meeting.

Workgroup 2: Stephen Woods reported to the committee on his work updating William Spivey and Larry Shankman's web page listing what documentation on CD-ROM libraries are making available via the Web. He intends to spend more time evaluating sites. The committee decided that GITCO's page will link to Woods' revised version of the page; however, the original version will be retained. GITCO has advertised on Govdoc-1 soliciting recommendations to sites that contain good documentation; Woods will do so again.

Workgroup 4: Doralyn Edwards discussed the GITCO CD-ROM Documentation Project Database Issue document. It lists desired features of the database along with some facts (such as the anticipated size of the database, how much it will grow, be updated, etc.).

Stephen Woods made some suggestions regarding linking from MARC records to documentation. GITCO will explore this further.

Workgroup 5: Barbara Levergood presented a revised version of the document Recommended Guidelines for the Content of the CD-ROM Documentation Service. There was no objection to the document as written and it was accepted by the committee.

Workgroup 6: Annette Curtis-Carroll outlined her workgroup's work on the mock-up of the Input Form to be used for entering data into the database. She raised several rhetorical questions and concerns about how this form would work, but felt most of these issues are host-related; accordingly they cannot be resolved until a host is selected. It was decided that a separate field is necessary for non-deposit items and that any standard call number should be included in the database. The committee will proceed onto the next steps of soliciting a host.

Workgroup 7: Mary Mallory shared the Draft document which will be used to solicit a volunteer to host the ALA/GODORT/GITCO CD-ROM Documentation Service. Some small revisions were suggested including the addition of a section that defines the role of the editors who will be adding data to the database. It was observed that it should be made clear that the host will be responsible for the technical aspect of hosting the site while other functions will be done by a separate editor.

The committee discussed some of the problems and concerns with respect to asking one person or institution to voluntarily assume responsibility as a host since this could potentially be a full-time job. It was suggested that GITCO might investigate contacting a library school since library school students might be willing to take on a project such as this as part of their studies.

It was recommended that we get some feedback from GPO at this point in the project. Levergood will check on this.

It was pointed out that the host must be prepared to attend all GITCO meetings.

#### New Business

##### CDs that don't run on Windows 95/NT

It was decided that GITCO would place a message on Govdoc-1 requesting that CD-ROM installation and operating problems, workarounds, and solutions be posted to the list. GITCO would later reconsider whether we wanted to become further involved in the issue of which CD-ROMs run or do not run under Windows. Adjourned at 5:25.

Submitted by Brian W. Rossmann, GITCO secretary.

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Please send comments and suggestions to [jrjacobs@gort.ucsd.edu](mailto:jrjacobs@gort.ucsd.edu)

URL: <http://sunsite.berkeley.edu/GODORT/gitco/minutes199.html>

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