

Memorandum

Date: 12 January 2007

To: Ms Tokiko Bazzell, Chair
Ms Victoria Bestor, Executive Director

From: Chiaki Sakai & Amy Paulus, Co-chairs, ILL/DD Committee

Re: Activities and Plans of the ILL/DD Committee

Current Membership

Lynne Kutsukake (University of Toronto) completed her term in December 2006. She has contributed her guides for NII Webcat and WebcatPlus for the GIF members' use and helped write another guide for doing ILL with Keio University.

Su Chen (University of Minnesota) and Amy Paulus (University of Iowa) have been recruited to join the committee starting from January 2007.

Amy Paulus and Chiaki Sakai took over the co-chair roles from Sharon Domier and Kathryn Ridenour in January 2007. Sharon and Kathy agreed to stay on the committee for another year.

The term of the ILL/DD Committee members was confirmed to be 3 years. One third of the committee will rotate off each year.

As of January 2007, we have 4 ILL librarians, 4 area specialists, and 1 Japan liaison on the committee as follows:

- (Ms.) Sharon Domier, East Asian Studies Librarian,
University of Massachusetts Amherst
March 2004 - December 2007
- (Ms.) Kathryn Ridenour, Head, ILL/DD Dept.,
University of Massachusetts Amherst
March 2004 - December 2007

- (Ms.) Margaret Ellingson, Interlibrary Services Coordinator,
Emory University
February 2006 - December 2008
- (Ms.) Michelle Foss, Interlibrary Loan Librarian,
University of Florida
February 2006 - December 2008
- (Mr.) Hitoshi Kamada, Japanese Studies Librarian,

University of Arizona
April 2006 - December 2008

- (Ms.) Su Chen, Head of East Asian Library,
University of Minnesota
January 2007 - December 2009
- (Ms.) Amy Paulus (co-chair), Interlibrary Loan Librarian,
University of Iowa
January 2007 - December 2009
- (Ms.) Chiaki Sakai (co-chair), Japanese Studies Librarian,
University of Iowa
March 2004 - December 2009

- (Mr.) Osamu Inoue, Head, Library Division,
Tokyo Institute of Technology

Public Information Activities

- **Since September 2006:**
Michelle Foss has given a 30-minute presentation on the GIF Project at an ILLiad Conference sponsored by the Florida state university system from December 6-8.

- **Discussion on the future plans:**
Strategies on the future PR plans have been discussed. Michelle Foss will teach 1-hour workshop as a part of the NCC's Seminar on E-Resources at the University of Florida in March 2007. This seminar will be for librarians from all over the southeast. Similar regional or consortia workshops can be planned in the future. The Committee recognizes the necessity to have workshops targeted to two different audiences, ILL Librarians and Japanese Studies faculty.

GIF Holding Check Program

Hitoshi Kamada has developed another GIF Holding Check Program to assist ILL staff to verify the holding library information on WebcatPlus. It will be uploaded to the committee website soon.

GIF Project Management Activities

With the help from the NCC webmaster, Brigid Laffy, and the NCC

assistant, Yoko Okunishi, maintenance job of the North American GIF member list has been successfully transferred from the GIF Project Team in Japan to the Committee. The updated member list with a complete new look is now available at <http://www.nccjapan.org/gif.asp>.

System Status

Operations have been working smoothly.

GIF Project Participants

Japan	131 (loan service 71)
North America	54 (loan service 29)