The team has held 3 meetings by conference call: July 7, August 4, August 18.

Activities:
We are planning a survey to gather information about technical services practices in UC Special Collections and Archives units. Team members spent several weeks drafting the survey and it is now finalized. It will be sent to the UC Heads of Special Collections, to each UC “Contributing Institution” on the Online Archive of California, and to other UC Special Collections that we can identify. (We will ask the Heads of Special Collections about other affiliated Special Collections units; additionally, a team member is putting together a list of smaller special collections units.)

Adrian Turner supplied data from several recent CDL surveys of UC Archives & Special Collections units:
- SOPAG Ad Hoc Digital Library Services Task Force digital project survey
- CDL OAC contributor needs survey
- CDL digital asset management tools survey
- CDL mass digitization survey
- UC Shared Images 2008-2009 fact sheet

The team will look at the CDL data and data from our survey to identify successful strategies, potential areas for collaboration, and areas of need. We will attempt to identify strategies and projects that can be undertaken in the near future as well as in the long term.

Team members are drafting a second survey to gather information about technical services practices pertaining to image-based collections, to be sent to curators of pictorial collections and specialized image repositories (such as visual resource centers within the campus library system).

We are also beginning to conduct data gathering (initially with the CDL Digital Preservation Program) on technical services workflows pertaining to electronic theses and dissertations and hope to have something to report on this next month.

We are in the process of identifying stakeholders to gather information about workflows pertaining to UC scholarly outputs (e.g., destined for the eScholarship Repository or local campus institutional repositories). One important group will be the Scholarly Communications Officers.