

UC Libraries Advisory Structure Shared Content Leadership Group (SCLG) Charter

Summary & Background:

The UC Libraries Shared Content Leadership Group (SCLG) is charged by the Council of University Librarians (CoUL) to make decisions for the University of California in the areas of UC-wide collection development and management. SCLG reports to UC Libraries Direction & Oversight Committee (DOC) and is a component of the advisory structure of the University of California Libraries put in place by the Council of University Librarians in 2015.

In-Scope Responsibilities:

- 1) Collection development issues, activities, and policies associated with content in any format acquired by whatever method or licensed, including financial decisions and implications.
- 2) Collection management issues, activities, and policies, including criteria recommendations for UC-wide initiatives or projects associated with shared print, reformatting, preservation, and archiving of UC-wide content.
- 3) Decisions regarding content that affect at minimum four UC campuses.

Out-of-Scope Responsibilities:

- 1) Issues and policy development usually associated with the systems, technologies, and standards for how content is accessed, archived, curated, delivered, described, discovered, preserved, or relocated.
- 2) Decisions regarding content that affect fewer than four UC campuses.

Key Duties:

- 1) Coordinates systemwide activities relating to content selection, deselection, and reformatting priority decisions in tandem with the California Digital Library (CDL) units and programs.
- 2) Makes decisions on behalf of the UC libraries in the areas of shared acquisitions and licensing of content.
- 3) Selects strategies, procedures, resources, and assessment tools for content acquisition and licensing.
- 4) Develops or advises on policies and processes that affect UC acquired/licensed content.
- 5) In collaboration with appropriate UC groups, assesses continued value of shared content in supporting UC research, teaching, learning, patient care, and university service needs using relevant tools, methods, and practices that are evidence-based and data-informed.

- 6) Serves as the primary systemwide discussion group for sharing campus activities regarding collection development and management issues.
- 7) Appoints/charges *ad hoc* teams to fulfill the group's goals and assignments. Note: If a project team is needed, follow the UC DOC project proposal and management template.
- 8) Liaises with other UC Libraries Advisory Structure groups, including CKGs, as appropriate.
- 9) Communicates major decisions and activities regularly to the UC Libraries communities.
- 10) Regularly reviews its value within the UC Libraries Advisory Structure by using DOC-developed evaluation criteria.

Membership Composition:

- 1) Each campus appoints one representative whose expertise and experience in collection development and management contribute to the UC-wide perspective for shared content and who has delegated authority to vote and make financial commitments for shared content acquisition.
- 2) A designated CDL representative whose portfolio includes management and oversight for UC-wide collections (currently, the Director of Collection Development & Management).
- 3) The Chair is selected by the membership.

Groups Informed/Consulted:

- 1) CDL for shared collections activities (e.g., Licensing, Shared Print, WEST, Mass Digitization).
- 2) CoUL for sensitive publisher negotiations.
- 3) Joint Steering Committee. (JSC responsibilities and its relationship to SCLG will be reviewed after a permanent CDL Executive Director has been appointed.)
- 4) DOC for regular updates, feedback, and evaluation of SCLG's continuous viability.
- 5) Other UC groups (e.g., relevant CKGs) for specific input regarding resource acquisitions/licensing.
- 6) UC campuses via the local SCLG representative.

Deliverables:

- 1) Annual report of activities and accomplishments. Due to DOC in June of each year.
- 2) Appropriate web site content open to all UC campus library staff which features SCLG activities.
- 3) Regular activity updates to DOC via DOC liaison. (DOC member who is on SCLG.)
- 4) Cost-effective licensing and funding models for Tier 1 resources; approval of Tier 2 co-investment shares as developed by campus participants.

CDL Operational Activities Affecting Shared Content:

- 1) CDL Collection Development & Management unit operations:
 - a. Licensing
 - b. Shared Acquisitions
 - c. Shared Cataloging
 - d. Shared Print
 - e. Mass Digitization
- 2) CDL Curation Center operations:
 - a. Web Archiving
- 3) CDL Access & Publishing operations:
 - a. Digital Special Collections

Other UC-wide Activities/Projects of Interest Affecting Shared Content:

List if any exist at time of SCLG appointment.