

**Systemwide Operations and Planning Group (SOPAG)**  
**Friday, April 17, 2009**

**1:00-4:00pm**

**Present:** Diane Bisom (UCR), Mary Linn Bergstrom (LAUC), Bernie Hurley (UCB), Julia Kochi (UCSF, recorder), Bruce Miller (UCM), Susan Parker (UCLA), Lucia Snowhill (UCSB), Lorelei Tanji (UCI, chair), Gail Yokote (UCD)

**Absent:** Luc DeClerck (UCSD), Kate McGirr (UCSC)

**1. Agenda Review & Announcements**

**ACTION:** review pending minutes by Wednesday, April 22

**2. Collections Space Planning TF**

Framework: We're going to run out of space. What is the best way to manage the space we have across UC and partner libraries?

Want it to be broader. Look at big picture. Not only SRLF planning but broader to look at collection space planning, including local collections. Focus on print books and serials.

Add item to identify top 5 things able to do to address the delay in construction of SRLF Phase 3. Deliverable is report with potential actions. Explore what other people are doing and national partnerships. Identify immediate and longer-term opportunities/challenges. Add that there should be consultation with CDC and NGTS.

Timeline: progress report by mid- to late-August. Draft final report for October SOPAG meeting and final report by UL/SOPAG meeting in November.

Potential Membership: Lucia Snowhill (UCSB, chair) and other members TBA.

**ACTION:** Lucia and Bernie work on next draft and get to SOPAG by April 21<sup>st</sup>. Share draft with CDC and NGTS chairs.

**3. Systemwide Library Planning**

Joanne will correct report and will send out report, including Tony's report on how to count serials, to campus statistics coordinators to test and review.

**4. Next Gen Technical Services**

Scoping document finalized and distributed. Implementation team working on staffing 4 groups. Group hard at work.

Added Armanda Barone (UCB; Assistant Head of Tech Services) to Implementation team.

**5. Ad Hoc TF Digital Library Services**

Experimenting with different technologies, including GoToMeeting and Mind42.com to do mind-mapping.

## 6. All Campus Group Reports

Need to determine when ACG chairs terms end. Would be good to synchronize them. Also thinking about moving the ACG chairs meeting with SOPAG up to September.

**ACTION:** Lorelei to ask ACG chairs about synchronizing end of chair terms.

### 6.1 CDC Report

Working on revising CDC concept paper for review at May 1<sup>st</sup> ULs' meeting.

### 6.2 SCO Report

Working on transition. What infrastructure and activities would be doing since no longer a centralized structure. Who do SCOs work with around advocacy issues? TF updating Reshaping Scholarly Communication website; will work with SLASAC to make sure has faculty focus.

### 6.3 HOPS Report

**HOPS has a conference call scheduled for next Monday.**

### 6.4 HOTS Report

Lai-Ying Hsiung is new chair of HOTS.

### 6.5 LTAG Report

#### 6.5.1 UC Trust

John Ober presenting at state-wide meeting on April 27<sup>th</sup> to report on Shibboleth.

#### 6.5.2 Collaboration Tools

Found out that UC has deeply discounted contract for ReadyTalk. Working on report.

**ACTION:** Diane will forward report to SOPAG.

### 6.6 RSC

Working on revising ILL survey. Marlayna Christensen is contact person if campuses want more than on Tricor stop.

**ACTION:** Susan will ask Marlayna to talk to Tricor about how campuses who want more than one stop should handle it.

**ACTION:** Lorelei will contact Brian Schottlaender and let him know where we are with the Tricor issue.

## 7. Project Management Skills for Consortial Collaborations

SOPAG will discuss potential membership via email.

**ACTION:** Mary Linn and Diane will make minor edits to clean-up charge.

## 8. Report on CDL Related Items

### 8.1 CLIR Hidden Collections grant

CDL, UCLA Special Collections, Califa, and California Historical Documents are applying for CLIR grant.

### 8.2 Formation of a CDL working group on Audio/Video to investigate metadata issues and create file specs for A/V materials

CDL is creating group to look at metadata and file specs for A/V materials. Will intersect with Digital Library Services TF but not overlap. Rosalie will work with appropriate groups to find members.

## 10. Discuss strategies for closer collaboration between groups (SOPAG, ACGs, CIGs, TFs)

**ACTION:** Lorelei will send message to ACG chairs about sharing minutes and agendas and also about the September meeting with SOPAG.

## 11. UCSF DeepWeb - Discuss demo

Julia will do demo at June meeting and provide trial access for 2 weeks afterwards.

## 12. Pilot using Confluence wiki and Adobe collaboration tool. Discuss any further practices we wish to adopt.

**ACTION:** Lorelei will develop SOPAG specific directions and distribute.

## 13. Future meetings: May 1, 2009, Luc Declerck (notetaker) - discuss whether it will be conf call or in-person mtg. [NOTE: May 1<sup>st</sup> conf call was cancelled – next conf call June 5<sup>th</sup>; notetaker Luc]

Next meeting will be a conference call from 1-4pm. Part of the call will utilize ReadyTalk.

**ACTION:** Before next meeting, make sure your computer can work with ReadyTalk. Go to <http://www.readytalk.com/> and look for the “Test your computer” link in the “Join a Meeting” box.