

## **Systemwide Operations and Planning Group (SOPAG)**

**Friday, April 21, 2006**

**712 Kaiser**

Attendees: Bernie Hurley (B, chair), John Tanno (D), Lorelei Tanji (I), Bruce Miller (M), Susan Starr (SD), Julia Kochi (SF), Kate McGirr (SC), Patrick Dawson (SB, LAUC), Trisha Cruse (CDL, recorder) Terry Ryan (LA)

Absent: D. Bisom (UCR)

### **1. Agenda Review & Announcements**

- No additional agenda items.
- John Tanno announced that Pat French will be leaving UC Davis. John will serve on HOTS for the time being.
- Carol Hughes (UCI) is the new chair of HOPS
- Gail Nichols (UCD) is retiring the end of June (RSC Chair).
- Eric Forte (UCSB) will become the new chair of RSC.

### **2. All Campus Group Reports**

#### **2.1. CDC (Lorelei)**

##### **2.1.1 CDC Scenarios Development Task Force**

SOPAG commends the work of the CDC Scenarios Development Task Force. The group discussed the Scenarios and recognized that many of the issues surfaced by the Scenarios will have beneficial value in the negotiation process.

**Action:** Julia Kochi will make minor edits and clarifications suggested by the group. Kochi will present the document at the UL/SOPAG meeting.

##### **2.1.2 Principles For Acquiring And Licensing Information In Digital Formats**

Lorelei Tanji led a discussion on the Principles document. The group endorsed the principles with a minor change.

**Action:** Tanji will lead a discussion of the Principles document at the UL/SOPAG meeting.

##### **2.1.4 Request For SOPAG To Conduct Study Of Circulation Figures For Samples Of UC Redundant Monographs.**

SOPAG discussed the request to gather circulation data from the campuses. There was general consensus that circulation data would be quite valuable and perhaps help inform shared collection decisions. However, the group recognized that an assessment of the Shared Print Program is currently underway and felt that the benefits of studying circulation figures could be better realized once the assessment of the program is complete.

#### **2.2 SCO (Susan)**

No major activities to report on. SCO hopes their scholarly communication website will be available soon, which will have resources for librarians on issues related to copyright, economic issues, and scholarly societies.

## **2.3 HOPS**

### **2.3.1 Information Literacy Workshop Proposal**

The information literacy workshop has been scheduled. Patrick Dawson went over the workshop's agenda. The formula for campus participation in the workshop was endorsed by SOPAG.

**Action:** SOPAG members will coordinate attendance on their campuses. Dawson will let SOPAG know who the participants' names should be sent to. Dawson will share an electronic version of the agenda with SOPAG.

### **2.3.2 Digital Ref. Proposal –**

The Digital Reference report will soon be available. The report has been held up so alternative solutions can be evaluated. Once complete, the report will first go to HOPS and then to SOPAG.

## **2.4 HOTS (John)**

HOTS completed their input on the BSTF report. HOTS is discussing issues related to re-architecting cataloging workflow and coordinating cataloging expertise and practices across the entire system. They recognize that there is a need for better coordination. The Shared Cataloging Program is a good model.

HOTS did an interesting review that looked at how licensing is handled on the different campuses. Questions such as “who does SFX work and who does the license review” were part of the investigation.

## **2.5 LPL (Julia)**

Nothing to report.

## **2.6 LTAG (Terry)**

No major activities to report. The group is continuing their “scorched earth planning process”. Essentially they are involved in a visioning exercise and looking 10 years out to evaluate, if building from scratch, what technology and infrastructure would be put in place.

### **2.6.1 Web Conferencing Software**

Dawson has been in conversation with the software vendor and is waiting for training and customization.

**Action:** Dawson will distribute the product manual to SOPAG.

## **2.7 RSC (Susan)**

Circulation Heads had a productive meeting. ILL is dealing with retention policies. UCB will complete its implementation of VDX this summer. VDX will test the patron interface the end of May. Ex Libris campuses will be able to make their Circulation system interoperable with VDX. (See Section 4.2.1 for more VDX information.) RSC is putting information regarding loans of special collections materials on their website in accordance with SOPAG's recommendation.

### **2.7.1 Suggestion for SOPAG ACG on Copyright**

S. Starr shared a document that presented some of the many copyright issues that UC libraries can collectively collaborate on.

**Action:** Starr and Cruse will incorporate minor changes suggested by the group. Starr will share the document at the UL/SOPAG meeting.

## **3. Task Force Reports**

### **3.1 Bibliographic Services Task Force (Terry)**

Terry Ryan presented an excellent analysis of feedback collected from CDL, UCB, UCI, UCLA, UCSB, UCSC, UCSD, UCSF, LAUC, CDC, HOPS, HOTS and RSC on the BSTF Report. The group discussed the common themes and issues. There was consensus that to move forward on much of what the report suggests will require that the libraries start from scratch. However, we do have years worth of experience to build on. To realize the recommendations in the BSTF report we will have to ask ourselves some hard questions and make some priority decisions.

**Action:** Ryan will present the feedback on the BSTF report at the UL/SOPAG. Ryan will provide a PowerPoint presentation and then provide an overview of the consensus points for the upcoming Joint UL/SOPAG meeting in May.

### **3.2 RLF Persistence Policy & Procedures (Julia)**

Kochi reviewed the Task Force's plan for distributing information about the policy and procedures. The Task Force will create a web page under SOPAG that will contain links to the Policy, a FAQ, definitions, and guidelines for instructions on selecting the circulation status of non-persistent materials.

Hurley shared that there is a group that is working on recommendations and general procedures to standardize circulation codes between the NRLF & SRLF. This issue will come up at the June meeting of the Shared Library Facilities Board.

### **3.3 SOPAG ERMS Implementation Team (Trisha)**

There was no time to discuss this agenda item.

## **4. Report on CDL Related Items (Trisha)**

### **4.1. MELVYL**

We are still on track with upgrade to Version 16.02. The team lost some time in Phase 1 of the project but is making up that time in Phase 2. As of now, there is nothing to report except that we are making steady progress. The goal is still to be upgraded to Aleph 16.02 by the end of December, 2006.

### **4.2 Shared Services Projects**

#### **4.2.1 VDX Issues**

Cruse provided an outline of an assessment of campus VDX issues. An analyst at CDL will work with four campuses (UCD, UCB, UCR, and UCSB) to gather information about their experiences using the VDX system. Simultaneously CDL will develop a

questionnaire that will be distributed to all of the campuses. The development assessment and survey tools will begin soon and information gathering will begin in May. The information gathered will be used to:

- better understand the use of shared services on the campuses
- meet with the VDX team and develop a plan for moving forward

#### **4.3 E-Resources for Alumni & Affiliated Organizations**

SOPAG members had a series of questions related to e-resources for Alumni and Friends.

Cruse provided an answer sheet, prepared by Curtis Lavery and Cate Hutton, which addressed the group's questions. One concern raised by SOPAG was the ability to manage users' access. If the ProQuest barcode is distributed, SOPAG would like to see a mechanism that would allow a user's barcode to be deactivated. One option may be that each year the barcodes are deactivated by ProQuest.

#### **4.4 License Preparation Staff Work Session**

The CDL is sponsoring a licensing workshop for campus staff. This is intended for staff that is involved in the actual composition and negotiation of the license itself, rather than acquisition negotiation for the business terms. SOPAG supports the workshop.

**Action:** Cruse will see if more than one campus participant can attend.

#### **4.5 Metasearch**

Cruse provided the group with a handout with update information and timeline on the Metasearch project. SOPAG suggested that HOPS be involved in the rollout of the new service. In addition communication with Users Council, SOPAG, and portal partners regarding rollout was encouraged.

**Action:** Cruse will work with Laine Farley and Roy Tennant (Metasearch manager) to implement.

### **5. Systemwide Library Planning (Trisha)**

Nothing to report.

### **6. Shared Collections & Services – Updates**

#### **6.1 Open Content Alliance (Bernie)**

Hurley reported that work is moving forward on digitizing monographs from NRLF. A team composed of staff from UCB, Internet Archive, and the CDL are working to develop workflows and QA parameters. Ryan reported that work is progressing to install SCRIBES (the Internet Archive digitization machines) at SRLF.

#### **6.2 Print Collection Planning: Possible Collaboration with the State Library (John)**

Tanno reported that the State Library has expressed interest in a joint project proposal to digitize the Executive Orders of the California Governors. While the details have yet to be worked out, it was a positive step forward. The State Library has also agreed to a proposed change in the retention policy for library consortia, providing the flexibility to reduce the number of duplicate copies held by member libraries of the consortia.

**7. SOPAG Communications**

**7.1 UC Libraries Website / SOPAG Web Design /**

Discussion deferred to May meeting.

**7.2 Wiki for SOPAG Minutes (Kate)**

Nothing to report.

**8. e-dissertations (John)**

Nothing to report.

**9. Agenda for Joint UL/SOPAG Meeting in May (Bernie)**

Hurley confirmed the agenda items for the joint UL/SOPAG meeting:

BSTF Report: Ryan

RLF Persistence Policy & Procedures: Kochi

CDC Scenarios Development Task Force: Kochi

Principles For Acquiring And Licensing Information In Digital Formats: Tanji

SOPAG ACG on Copyright: Starr

E-Resources for Alumni & Affiliated Organizations: Cruse

Scholarly Communication Officers: Starr

ACG updates: ACG reps

Information Literacy Workshop Proposal: Dawson

Consortial ERMS: Hurley

State Library collaboration: Tanno