

## UC Shared Visual Resource (UCSVR) - Common Knowledge Group Charter

### 1. Summary and Background

The UC Shared Visual Resources (UCSVR) group comprises a standing group of experts in the area of building shared visual resource collections. The group builds on and extends the scope of the former UC Shared Images Collection Liaisons ([http://www.cdlib.org/services/access\\_publishing/dsc/ucsi/docs/ucsi\\_collection\\_liaisons.pdf](http://www.cdlib.org/services/access_publishing/dsc/ucsi/docs/ucsi_collection_liaisons.pdf)), a group established by the CDL to advise on the development of the UC Shared Images Service. While UCSVR members have particular expertise with image-based resources and their use within instructional and teaching contexts, participants also have expertise working with other media and file formats (moving images, audio, etc.) within these contexts. UCSVR communicates with and serves as an advisory body to the UC Libraries Advisory Structure, but is not a decision-making body. To foster innovation in the creation, management, sharing, and teaching and instructional use of visual resource collections, the UCSVR membership is open to participation from experts within the UC Libraries and in campus departments external to the Libraries. The group meets on a regular basis -- leveraging in-person meetings at relevant professional visual resource organization meetings, when possible -- and encourages active participation from its membership.

### 2. Scope of work

Assess, manage and advise on shared visual resources collections and media content across UC campuses through meetings, group interactions, and workshops. Our goals include:

- Identifying the areas of confluence, strength and need among campus collections, and working toward sharing these system-wide.
- Supporting all disciplines in the area of scholarly endeavors, and actively pursuing outreach and marketing to find potential contributors.
- Advising principles and best practices for access and use rights (copyright guidelines, criteria, clarity of rights to end-users, and encouraging the broadest possible levels of usage).
- Determining system-wide collection management policies and best practices (specifications, tools, metadata, preservation, etc.).

### 3. Key Responsibilities

UCSVR key responsibilities:

- Serve as a knowledge base on UC cross-campus utilization of the ARTstor platform, comprising the ARTstor Digital Library and Shared Shelf products.
- Within the context of utilizing the ARTstor platform, serve as primary campus contacts for UC faculty and affiliates interested in adding visual resource collections and media content to the platform.
- Track, monitor and advise on developments with the UC Libraries Digital Collection Initiatives <https://wiki.library.ucsf.edu/display/UCLDC>
- Advise on appropriate types of hosting (personal, institutional, or core collections) for shared visual resource collections and media content built on the ARTstor platform; monitor, evaluate, and provide recommendations on alternative hosting and/or preservation options.
- Develop workflows and collaborate on building shareable visual resource and media collections, or may assist other collection contributors to do so.
- Research and recommend tools needed to share cataloging and ensure metadata consistency for end users' access and discovery across campuses.
- Advise on systemwide licensing or purchasing of new visual resource and media collections, for cross-campus use and sharing.

#### **4. Membership and Terms of Appointment**

Membership is open to all levels of staff interested in and responsible for the management of media and related services. To seek membership, interested parties must contact the UCSVR chair. The group will include a broad group of systemwide media experts, ex-officio members from the California Digital Library and other representatives invited by the chair. Committed members include:

Lynn Cunningham & Jason Miller (Berkeley)  
Janine Henri (Los Angeles)  
Emilee Mathews (Irvine)  
Madelyn Millen (Riverside)  
Vickie O’Riordan (San Diego), chair  
Sue Perry (Santa Cruz)  
Jackie Spafford (Santa Barbara), vice chair  
Leah Theis (Davis)  
Adrian Turner (CDL; Ex-officio)

#### **5. Communication responsibilities**

UCSVR communication responsibilities are to:

- Communicate directly with and receive communications from the SAG Group recommended by the Coordinating Committee.
- Post and maintain a historical record of meeting minutes and reports, making them available to the UCL Advisory Structure.
- Send suggestions to develop new ideas, services, or to improve existing operations, services, or practices to the SAG Group recommended by the Coordinating Committee as Project Proposals following the template in Appendix 2 of the Guidelines for Common Knowledge Groups (CKGs).

#### **6. Meetings**

UCSVR plans to meet virtually or in person quarterly, with irregular communication via an email list and a wiki space.