

Systemwide Operations and Planning Group (SOPAG)

SOPAG Conference Call, January 17, 2003, Action Minutes

See also <http://libraries.universityofcalifornia.edu/sopag/>

Present: Tanno (UCD, Chair SOPAG), Dearie (LAUC), Moody (UCSB), Miller (UCM), Mirsky (UCSD), McGirr (UCSC), Hurley (UCB), Kochi (UCSF), Wittenbach (UCR), Tanji (UCI, recorder)

Absent: Ryan (UCLA), Ober (CDL)

1. All Campus Group--Update (SOPAG)—Joint Meeting with Chairs February 21, 2003

ACTION: Having received affirmative responses to his initial query, Tanno will issue a formal invitation to Chairs of All Campus Groups to meet with SOPAG during the morning session and no-host lunch part of their February 21, 2003 meeting. The agenda for this joint meeting is: 1) Orientation about SOPAG ACGs; 2) Review and discussion of the ACG charges; 3) Review and discussion of goals & objectives; and 4) Discussion of current activities.

1.1.1 CDC—Shared Print Archive [report from CDC dated 10/21/02; Letter to UL's from Tanno dated November 22, 2002]—Update (Tanji)

LT shared an update from Cindy Shelton (Chair, Working Group on the Shared Print Collection). The working group met on January 13th to address the following issues:

- to implement a shared print journal archive pilot project using Elsevier and ACM journal issues as the
- initial samples
- to develop an operational infrastructure that addresses the preservation, acquisition, cataloging, and
- other processing needs
- to provide to CDC and HOTS proposed processing guidelines that will inform the establishment of a
- secure operational infrastructure for future use with the UC Libraries shared print journal archive

They had a very productive meeting and plan to submit a report by early February to CDC and SOPAG for distribution and consideration by other committees/groups.

1.1.2 Proposal for a "White Paper" on East Asian Digital Resources Management and Development. Tanji shared that CDL has developed a proposal to form and fund a task force to write a white paper to address the collaborative management and development of East Asian digital library resources. Several groups (UC East Asian Bibliographers Group, CDC, JSC) have been consulted and endorse this proposal. The ULs are now reviewing the proposal and the proposed task force membership.

1.2 HOPS—Information Literacy [Charge to HOPS dated 9/17/02] and Relationship to LAUC Task Force on IL—Digital Reference—Update (Moody)

Moody reported that the HOPS Campus Interest Group on Information Literacy (CIGIL) has been busy. The survey of UC librarians/staff on information literacy activities has been completed and this environmental scan is being reviewed. The CIGIL held a conference call today (January 17), and plans to meet March 14th at UCI.

1.3.1 HOTS—Brief Record Standard--Update (Miller)

BM reported that HOTS has updated the existing Brief Record Standard. **ACTION:** Tanno to thank HOTS for its work and SOPAG members to go back to their campuses to reaffirm that their campuses are following this standard.

1.3.2 Single vs. Multiple Records for Electronic Resources Monographs

[email from Carole Kiehl dated 11/19/02]—Update (Miller)

There are still ongoing concerns with regard to the recommendation from HOTS to have the SCP provide separate bibliographic records for e-monographs and the campus and systemwide implications for of this recommendation. It is still not clear that the needs expressed by HOPS (and RSC) for a single display can be met through MELVYL-T, when the SCP distributes separate records and the campuses upload records with a mixed practice (both single and separate records).

The University Librarians would like SOPAG to provide a summary of the options with the advantages and disadvantages clearly articulated for their February meeting.

ACTION: Tanno to convene a conference call with the Chairs of the SCP Steering Committee, CDC, HOPS, HOTS, and CDL representatives (John Ober and Karen Coyle) to determine if we are all on the same page, and whether in fact, the necessary merged display can be provided in MELVYL-T. If we have adequate information through a single conference call to give a clear statement to the ULs, then our work will be finished. Otherwise, SOPAG will constitute an ad hoc Task Force to draft a statement.

1.3. Library Privacy Liaisons (LPL)—Update (Kochi) [Charge dated 9/26/02]

The new Chair of LPL is Amy Kautzman (UCB). Kochi shared that the LPL has discussed what campuses have done in terms of addressing privacy issues. LPL will be investigating the possibility of co-sponsoring a program with LAUC on privacy issues. LPL will consult with other groups as appropriate, e.g. record retention issues overlapping with LTAG and UCAC.

1.4. LTAG—Digital Library Developers Forum—Update (Hurley)

Hurley shared that Terry Toy (Chair, LTAG) will be checking with Colby Riggs (UCI), who chaired the UC Digital Library Forum to see what kind of timeline is needed to prepare for another program. If appropriate, LTAG will begin planning the next forum at their Spring meeting.

ACTION: Tanno will check with Gerry Munoff (ULs Group) re the budget for workshops.

1.5.1. RSC—Placing NRLF Items on Reserve at a Campus—Guidelines for Handling Problems with Items borrowed from One Campus for a User at Another Campus (Dearie)

Dearie, Chair of RSC, shared that the RSC is exploring the idea of developing a UC Resource

Sharing Code and will be sending a proposal to SOPAG. Having a systemwide RS Code will provide some guidelines, which will help us address these two issues.

1.5.2. Special Collections Report. There is a draft report from RSC, ILL, and HOSC regarding user requests for materials in Special Collections where there are "use" copies available. One of the recommendations is to continue to allow requests for Special Collections materials, but to refine the operational procedures. This draft report will be shared with SOPAG and CDC for comments.

2. Task Force Activities

2.1. Government Information Task Force—Update (Mirsky) [10/11/02 Meeting Minutes; Charge dated 8/22/02]

Mirsky shared the minutes of the GITF's October meeting, which reflect that they are moving well along with their charge. With Sarah Pritchard, UL, Santa Barbara, as part of this TF, they feel confident they are moving in a parallel alignment with the system-wide directions and goals for shared collections.

2.2 Task Force on Digital Visual Resources—Update (SOPAG) [Task Force Interim Report Dated December 11, 2002]

SOPAG discussed the interesting interim report from this TF. ACTION: There were some minor questions about the usage statistics, and Bernie Hurley will check with the TF about this.

3. AIM [“UC SOPAG Representatives’ Responses” by Alison Bunting, November 2002] (SOPAG)

3.1 Discussion of Next Steps.

Discussion deferred until our next meeting.

4. Report on CDL-Related Items

4.1. Melvyl Transition [Policy Issues Prepared for UL’s Update 12/13/02] –Update.

Discussion deferred due to J. Ober's absence.

4.2. Request/Desktop Delivery (Web Doc Deli)—Update (Dearie)

Dearie reported that almost all the campuses are doing desktop delivery. UCSD has some server issues, and UCD will be operational once they install new Ariel software. Campuses are also receiving positive feedback, where users are specifically asking for desktop delivery.

4.3 CBS—Update (Dearie)

Dearie reported that there is one major issue (when a campus uses one OCLC code and it is shared among several units), and a few smaller issues that need to be resolved yet. They are still several weeks away from being operation.

5. Management of the SOPAG Website (Moody)

Moody is redesigning the SOPAG website to be in alignment with the new design of the SLASIAC website.

ACTION: Moody to share samples with SOPAG members soon.

SOPAG discussed the need for a web page that would maintain links to system-wide standards and agreements, as well as a policy for deleting superseded/obsolete documents. The CDL Publications web page that lists reports and guidelines comes close to this.

<http://www.cdlib.org/about/publications/>

ACTION: Tanno will check with John Ober about reviewing and adding to this web page.

[Go to SOPAG home page](#)