

**Systemwide Operations and Planning Group (SOPAG)
Friday, February 22, 2008**

Time: 1:00-4:00pm

Present: Gail Yokote (UCD), Trisha Cruse (CDL), Bruce Miller (UCM), Mary Linn Bergstrom (LAUC), Julia Kochi (UCSF), Terry Ryan (UCLA), Bernie Hurley (UCB), Lorelei Tanji (UCI), Diane Bisom (UCR), Kate McGirr (UCSC--had to leave early)

Recorder: Terry Ryan

Absent: Luc Declerck (UCSD), Patrick Dawson (UCSB).

1. Agenda Review & Announcements- (Lorelei)

1.1 Pilot using Confluence wiki for Feb SOPAG meeting. Discuss pros and cons.

All agreed that the wiki is easy to access and use. For the linked agenda, the documents which are attached are currently in different forms, some as wiki pages if easy to add (such as Word documents and emails) and some as attachments (such as PDFs and Excel spreadsheets). For the next meeting, we will link all of the documents as attachments to preserve the original format and perhaps make it easier to download and forward the documents. Other conventions: names of files related to dates (such as agendas and minutes of meetings) should begin with year, month, and date. Julia and Kate developed a proposed hierarchy of topics, including sections for each of the major areas we work on, but we can adopt a different structure if desired. Should we organize in a different way? All of SOPAG should read the wonderful "Here's how to use this wiki" page loaded by Zach before the March meeting, and Julia can answer questions at the March meeting.

For now, SOPAG will continue to use the wiki hosted by UCSF. If CDL acquires Confluence, may want to transition to that site.

For previous SOPAG files, on the former linked agendas web site and on BaseCamp, we should transition them to Confluence or to other storage that can be preserved.

Action: *All SOPAG members should read the tutorial on how to use the wiki before the March meeting *

Action: All SOPAG members should suggest any changes they think should be made in organization.

Action: Kate and Trisha will work together to come up with a transition plan for older SOPAG documents, from the old web site and BaseCamp. May want to consider deleting versions and/or moving files to the SOPAG public web site as appropriate.

Action: UCSC can cancel BaseCamp subscription when data moved off.

Action: All liaisons will load documents for the March meeting to the wiki.

Action: Lorelei will add to the March agenda, to discuss any additional conventions we want to adopt and to get any questions answered by Julia.

2. All Campus Group Reports

2.1 CDC Report (Julia)

CDC held an in-person meeting in February and discussed several issues related to collections and licenses. CDC is proceeding with evaluation of databases funded out of SCAP, to deal with shortfalls, which will include some review of existing Tier 1 databases. Ivy is developing a revised document for the UL-SOPAG meeting in March about shared print criteria.

Action: Julia will be sure that Ivy will have any documents for the UL-SOPAG meeting ready by March 5.

Action: Lorelei will suggest that Ivy be invited to the March UL-SOPAG meeting.

2.2 SCO Report (Gail)

The SCO held an in-person meeting this week. The group is looking for systemwide leadership and coordination of systemwide efforts addressing issues such as the NIH Open Access mandate and the implications of the Harvard mandate. SCO is working on a recommendation to the ULs for more systemwide leadership, to be sent to SOPAG for submission to the ULs. Document would need to be ready for the ULs by March 5 so needs to be to SOPAG for review by Feb 29.

bePress is rolling out a new feature called Selected Works, a set of tools that will allow a faculty member or graduate student to create a web site of research interests and publications, branded to the institution and department, along with depositing the works themselves. bePress intends to roll out to campuses sometime in the Spring quarter. Signals a change where eScholarship focuses on meeting the continuing needs of faculty for management of scholarly communications, rather than highlighting repository functions.

Action: Gail will send the SCO request for support to the SOPAG list by Friday, Feb 29.

Action: SOPAG will need to review and respond to the SCO proposal by COB Tuesday, March 4.

2.2.2 SCOAP3 Update

The ULs have received the Transformative Ideas for Scholarly Communications and Letter of Intent documents from Ivy on SCOAP3 and are reviewing them. SCO endorsed that it was a potential transformative effort and worthy of ongoing discussion. SCOAP3 is asking for letters of intent and transfer of current subscription funds from UC. SCO and CDC have agreed to the concept and are waiting for UL agreement. There is a meeting at UCB on Feb 29 on what SCOAP3 is and implications for libraries, and would be good if a decision was made by then.

2.3 HOPS *Report (Patrick)

Patrick sent a status report via email: For the HOPS report, HOPS has sent SOPAG the preliminary report on the Future of Public Services. At the HOPS meeting at UC Merced March 6 & 7 the report to SOPAG and the ULs following the instructions from the ULs and SOPAG will be completed to move forward the big ideas.

The mass digitization FAQ was discussed and is ready to be mounted on the Inside CDL website for library staff as quickly as possible. A 'quick comparison chart' will be added ASAP. Laine Farley will move this along.

HOPS continued discussion on Donald Barclay's 'database of databases' idea which would also contain social networking tools. Laine Farley and Donald Barclay will work on a Needs Assessment/Use Cases for this project and have this for the March HOPS meeting.

SOPAG reviewed the preliminary report from HOPS on the most promising idea to be pursued. A more final preliminary report will be shared at the UL-SOPAG meeting. Will they be fleshing out the other two big ideas? What resources will be needed? The list of current relevant initiatives doesn't mention WorldCat Local, though it is relevant to the categories mentioned in the list and might offer new opportunities for public services. One of the intentions is to get additional initiatives beyond WorldCat Local so doesn't need to be, or should be, focused on WorldCat Local, but would be good to take advantage of lessons learned from that project. What can / should UC do now, with the resources available? In the three ancillary themes section, is HOPS intending to flesh out Big Idea # 1 or do they now consider it to be part of Big Idea #2 which HOPS has identified as their most promising idea?

Action: Lorelei will check with Carol on when another revision is doable.

Action: Lorelei will share SOPAG's comments with Carol Hughes so HOPS can consider as they finalize their preliminary report for the March 5 deadline.

2.4 HOTS Report (Luc)

No report.

2.5 LTAG Report (Terry)

LTAG has a face-to-face meeting scheduled for March 12 at CDL. Several new representatives have been appointed, from CDL, UCLA, and UCSF.

2.6 RSC (Gail)

RSC is working on the assessment of potential cost savings for Tricor delivery, gathering data from campuses now. RSC developing a proposal for a workshop on emergency disaster preparedness.

2.7 Role of SOPAG liaisons to ACGs (discussion)

Should the liaisons attend every ACG meeting? No. Delete the 2nd sentence from the first paragraph ("Ideally liaisons are encouraged to attend and participate in ACG conference calls and meetings. Alternatively....")

Action: Lorelei will edit and distribute, then get posted on the website.

2.8 Collaborative communication tools for ACGs and SOPAG

Need centralized ways to share documents and calendars, etc. Too early to adopt Confluence for this purpose until it's clear what CDL will purchase. Do we also need a tool to schedule meetings, such as TimeBridge or Doodle?

Action: Lorelei will add meeting schedule tools to the topic and move the topic to Pending.

3. A Structure for Implementing UC Libraries Collaborative Projects (Kate and Bernie)

Project management training could be very useful systemwide to generate more skills in this area. Joan Starr at CDL would be open to conducting training for the campuses. UCSF has developed a basic project management curriculum that they offer to staff, with a focus on practical advice that has been very well received. They require that everyone who takes the course have a real project to work on as part of the training. Julia will give SOPAG access to the UCSF project management documentation if she can. UC Irvine campus is putting together a project managers users group.

Action: Trisha and Julia will discuss with Joan and report back to SOPAG at the March meeting.

4. e-dissertations (Trisha)

Nothing new to report yet. Trisha will be contacting the campuses.

5. Task Force Reports

5.1 Bibliographic Services Task Force (Terry)

All 10 of the Next Generation Melvyl Pilot Configurations documents from the campuses were received and the OCLC configuration questionnaires were submitted to OCLC on time. The project is still on target for public release at the end of April. The Implementation Team is working with the task groups to design pre-Day1 testing. The task groups may be asking some of the ACGs or CIGs for help as needed, to verify campus-specific functions. No update yet on the exact date for including University of California Mass Digitization content in WorldCat Local. Terry will show screenshots at least at the March UL-SOPAG meeting, possibly some preliminary active sites. A "Launch Packet" is being developed for the campuses by the Communications Task Group, will be distributed to the campuses by mid-March.

6. Digital Library Workshop (Luc, Julia, Trish, and Bernie)

Logistics information has been distributed though hotel info may not have gone to the non-SOPAG workshop attendees. Workshop will be in the same room as the UL-SOPAG meeting. If the DLSAG rep can't attend, no substitutes will be invited.

UCSC and UCSB are both very interested in getting a content management system such as ContentDM. CDL is considering what the options might be for hosting ContentDM or a similar product for the campuses and hope that the workshop will inform the planning and evaluation.

Action: Trisha will send hotel information for the non-SOPAG workshop attendees.

Action: SOPAG members will ensure surveys are in by March 7

7. Report on CDL Related Items (Trisha)

- Calisphere update will be widely distributed.
- CDL has been talking with other groups about Counting California, all have agreed to close it down.
- OpenLibrary has reported that the UC Open Content Alliance content is included, Trisha will gather more information based on our questions. Is OCA contributing directly? Why is OpenLibrary not harvesting from OCLC? Karen Coyle is a consultant on the project.
- DPR costs are continuing to be discussed. Trisha is developing a pilot project to address 3 things: risk assessment, assessment of cost for managed storage, assessment of long-term costs for preservation services. Pilot will be presented to the ULs at the March meeting, moving towards preserving Google and OCA content.
- Web archiving service is moving along, will move into production in May. At that point UC libraries can build collections collaboratively. CDC got an overview of the functionality last week. Looking into bringing other participants into the project, beyond government information librarians. Looking at issues such as preserving eScholarship links and capturing scholarly blogs. At the next SOPAG meeting in Oakland, SOPAG will get a demonstration and the questions CDC has been asked to help CDL consider. Each campus will get one terabyte of space for initial archiving. Ongoing costs will be subsumed in the DPR costing proposal.

Action: Trisha will be in touch with Terry and Stephen Davison about Mass Transit and how we can move large sets of data to the DPR.

8. Systemwide Library Planning (Trisha)

No report.

9. SOPAG Communications (Trisha/Julia)

9.1 UC Libraries Website/SOPAG Web Design / Master Task List (Julia & Trisha)

Action: Lorelei will move this topic to the pending list.

10. Future meetings: March 12-13 SOPAG and UL meetings; March 14th workshop - Agenda topics & Documents (Lorelei)

Agenda topics for joint UL/SOPAG meeting so far: ERMS progress report (Ivy or Laine)

Systemwide strategic directions (Gary L)

HOPS big idea (Patrick)

Criteria for purchase of shared print (Julia and Ivy)

Multi-year journal package negotiations (Julia and Ivy)

Joint CDC/SCO Task Force on Criteria to Determine UC's Support for Transformative Scholarly Publishing Models (Julia and Gail)

SCO Request for Systemwide Scholarly Communication Support (Gail)

UC-OCLC Pilot (Terry) -- unless covered as a ULs only topic.

SOPAG Dinners for Lorelei and Diane to plan: May 12 SOPAG; May 13 SOPAG and any workshop attendees who are coming in the night before.