

Systemwide Operations and Planning Group (SOPAG)

SOPAG Meeting, Thursday, May 6, 2004 –Action Minutes

Also posted at <http://libraries.universityofcalifornia.edu/sopag/>

Present: P. Cruse, T. Dearie, B. Hurley, J.Kochi, K. McGirr, P. Mirsky, M. Moody (recorder), T. Ryan L. Tanji, J. Tanno (chair), S. Wittenbach

Absent: B. Miller

1. ERMS Planning-Next Steps

SOPAG discussed the ERMS documents produced as a result of the ERMS workshop. SOPAG agreed that the ERMS planning workshop on March 11-12, 2004 was very successful and useful. A final report summarizing the meeting has been issued and was reviewed by SOPAG. Tanno thanked those involved in planning the workshop for their work, particularly the two SOPAG members, Wittenbach (chair) and Tanji.

1.1. ERMS Webpage

ACTION: Wittenbach has forwarded documents to Lori Foster and ERMS documents will be linked from the SOPAG Webpage.

2. All Campus Groups-Update

2.1. CDC (Phyllis)

The new chair of UCAC is Chuck Piotrowski (Santa Cruz). CDC had an in-person meeting in February plus a telephone conference call. They are meeting on May 10 in Oakland.

ACTION: Tanno will send an e-mail to Chuck Piotrowski with copies to Cindy Shelton, Chair of CDC, confirming his appointment as the chair of UCAC and clarifying that UCAC is a Common Interest Group (CIG) sponsored by CDC not an All Campus Group reporting to SOPAG.

2.2 HOPS

As a result of a previous discussion at the HOPS meeting, SOPAG discussed the CIG on Web services and whether the organization of this group should continue. It was decided to let HOPS continue its review of this group.

2.2.1. CIG on Information Literacy-Appointment of LAUC Member

LAUC had recommended three possible names. SOPAG confirmed the appointment of one of the recommended names, Sarah McDaniel, UC Berkeley.

ACTION: Tanno will confirm this appointment with Sarah McDaniel and Linda Kennedy, Chair of LAUC.

2.2.2. Information Literacy Workshops

SOPAG discussed the proposal from the CIG on Information Literacy for a series of workshops.

ACTION: SOPAG will discuss this proposal with the ULs.

2.3. HOTS

2.3.1 Acquisitions Common Interest Group

SOPAG approved the slate of proposed members for the newly formed Acquisitions Common Interest Group. The CIG will select its own chair once convened.

2.4. LPL

A question came up earlier regarding the extent of reporting to SOPAG regarding individual campus privacy audits. As the LPL liaison, Kochi has communicated to the LPL group that they should inform SOPAG when the audits are completed and to identify any areas of concern or the need for any further action by the LPL or by SOPAG.

2.5. LTAG (Terry)-SharePoint Teams

SOPAG discussed the use of SharePoint and some of the issues that are still causing problems, particularly editing. We hope to be ready to use SharePoint for SOPAG agenda, documents, and other work by the beginning of the next fiscal year. Moody will continue to provide a Web linked agenda for the June meeting.

2.6. RSC-Update on Planning for Advanced Mechanisms for Document Delivery from the RLFs

The Task Force continues its work and is fleshing out the appendix that describes different technologies. It hopes to complete its work before the July SOPAG meeting.

2.6.1. Quality of Desktop Delivery of Scanned Articles

SOPAG had a discussion of quality control policies and procedures regarding scanning for desktop delivery. RSC has been charged by SOPAG to review this area and provide a short report to SOPAG on their findings.

2.7. General Discussion of CIGs (SOPAG)

SOPAG discussed the role and operation of Common Interest Groups (CIGs). SOPAG will propose to All Campus Groups (ACGs) that they monitor CIG's to determine that they are "active and doing good work." SOPAG suggests that one way of doing this is to require a short report of the CIG's work each year to be submitted to the sponsoring ACG in order for a CIG to continue.

ACTION: Tanno will send a message to ACGs regarding CIGs.

3. Report on CDL Related Items

3.1. CBS/Request/Desktop Delivery—Update

Cruse provided an update on the status of VDX implementation. All campuses are lending on VDX. Version 2.7 is scheduled for installation and test the week of May 5th. CDL is testing the Ariel add-on application from Infotrieve. A number of statistical reports have been developed – CDL is consulting with RSC on how to make available. Mary Heath provided a complete summary of these activities via email.

3.2 Streamlining Link Resolver Services for UC

The PURL server move to a new, clustered machine is still not accomplished; this is due to difficulty getting the application to run with an acceptable response time; efforts continue. A CDL team (Kunze, Tibbetts, Toub, Farley, Heath) is working with the Shared Cataloging Program to develop a phased approach to new link resolution processes; the CDL team will hold its first meeting with the SCP group on May 14.

3.3.CDL Workshops in the Spring

Planning for the CDL Workshops is proceeding.

3.4. MELVYL Summer Freeze

Cruse provided a document that explained in more detail the timeline and duration of the freeze of MELVYL made necessary by the loading of UCLA's records into the MELVYL catalog. Cruse stressed that the CDL anticipates that the period in which the MELVYL Catalog will be completely frozen falls between the weeks of August 16 and September 6. Cruse will report on the time line in more detail in early July as work proceeds.

ACTION: Cruse will see that the document explaining the MELVYL summer freeze is sent out to Users Council and other appropriate ACGs for campus distribution.

4. Systemwide Library Planning

4.1. Strategic Directions Document

Cruse will work with Gary Lawrence and SOPAG in further development of the “skin” document for library staff that summarizes the content of the document “Systemwide Strategic Directions for Libraries and Scholarly Information.” Cruse distributed SOPAG’s contributions to the “skin” for library staff and ACGs thus far. There was general agreement that the “bullets” were on target. However, many SOPAG members were not able to contribute to the document because of difficulties using SharePoint -- therefore Cruse will seek additional input via email for SOPAG members.

4.2. Scholarly Communication

Campus representatives attended a Kick-off meeting for the UC Libraries Scholarly Communication activities on April 28. Discussion at the Kick-off meeting centered around the program priorities with a focus on: 1) selection principles that align cost with value; 2) management of copyright; and 3) ongoing coordination of scholarly communication activities. SOPAG also discussed the draft document dated 4/13/04 titled “UC Libraries Scholarly Communications Program & Priorities.”

4.3. Systemwide Planning Consultation Needs and Methods
SOPAG discussed this topic and an accompanying document.

5. Task Force on Visual Resources-Next Steps

SOPAG discussed the Task Force report and the comments and reviews of the report received from various groups, including the All-Campus Groups. Discussion centered on what next steps should be taken and how the continuing development of the Image Demonstrator Project at CDL might affect those next steps. SOPAG's general assessment is that many of the recommendations of the Task Force are being addressed by the Image Demonstrator Project.

ACTION: Cruse will provide additional information to SOPAG regarding the Image Demonstrator Project.

6. Shared Collections-Government Information-Update

6.1. Pilot Project

SOPAG discussed the pilot project and some of the questions and issues that have arisen. SOPAG concurred that the Pilot Project group should use its best judgment in resolving issues of which campus should be picked for various titles.

6.2. Letter to Judith Russell

Letter has been sent.

6.3. Government Information Workshop

Plans are proceeding—Judith Russell has agreed to speak at the workshop. The workshop will most likely be held in October at Preservation Park in Oakland.

7. Shared Collections-Publisher Based Shared Print Archives

7.1. Elsevier/ACM Pilot Project

SOPAG discussed the Report of the Elsevier/ACM Pilot Assessment Team, dated March 5, 2004. SOPAG felt the Pilot was a success and that we need to work out the funding model for continuing the Shared Print Archives of Elsevier/ACM and other similar sorts of publisher packages.

ACTION: Tanno will discuss funding models with the ULs.

7.2. JSTOR

SOPAG reviewed the report: "An Analysis of the Costs and Characteristics of Alternatives for Developing a Print Archive of JSTOR Journals," developed by the JSTOR Archive Working Group. SOPAG also discussed the proposed behaviors of JSTOR archival materials.

7.3. APA (PsycARTICLES)

Informational item—this electronic package also includes a shared print archive.

8. Summary of Discussion Topics for Joint Meeting with ULs.

- 8.1. Workshop on Government Information
- 8.2. Information Literacy Update
- 8.3. ERMS-Next Steps
- 8.4. Acquisitions CIG
- 8.5. Digital Visual Resources-Next Steps
- 8.6. Elsevier/ACM Pilot Project Assessment Report
- 8.7. ARL Proposal for Digitizing Government Documents

Tanno briefly reviewed the agenda items to be discussed with the ULs at the May 7 joint meeting with SOPAG.

Next Meeting: conference call on June 18, 1:00-4:00 pm