

# 2010-06-18 SOPAG Minutes

## UC Systemwide Operations and Planning Group (SOPAG)

Friday, June 18, 2010, 1:00pm – 4:00pm (conference call)

**Present:** Bernie Hurley (UCB), Chuck Eckman (UCB), Felicia Poe (CDL), Julia Kochi (UCSF), Diane Bisom (UCR, co-Chair), Deborah Sunday (UCI), Lorelei Tanji (UCI, Chair), Bob Heyer-Gray (LAUC), Gail Yokote (UCD), Donald Barclay (UCM), Lucia Snowhill (UCSB), Luc Declerck (UCSD), Gail Persily (UCSF)

**Absent:** Elizabeth Cowell (UCSC), Susan Parker (UCLA)

**Note taker:** Lucia Snowhill (UCSB)

### 1. SOPAG Membership Transitions

**Discussion:** This conference call served as the transition meeting for new members to overlap with those whose terms have ended. There was a review of general information and documentation about SOPAG, including a review of the SOPAG charge; how SOPAG works and communicates through monthly conference calls and twice-annual face to face meetings; an explanation of the structure and content of the wiki and the format of agendas; format of action minutes, review of SOPAG web site content, and etiquette for the SOPAG listserv.

SOPAG liaison assignments to ACGs were updated due to changing membership on SOPAG:

LTAG - Donald Barclay

HOPS - Elizabeth Cowell

CDC - Lucia Snowhill

HOTS - Luc Declerck will continue in his current liaison role

RSC - Susan Parker will continue in her current liaison role

**ACTION:** Diane will notify ACG Chairs of updated liaison assignments [Done 6/24]

**ACTION:** Lorelei will send information on a JING tutorial for uploading documents onto the wiki. [Done 6/18]

Major goals and emphases for the coming year were briefly reviewed to give new members a overview of SOPAG's major task forces. There was discussion about how NGTS and NGM goals intersect with SOPAG and planning goals and activities.

Goals:

- Digital Library Services TF Report. ULS approved, and a Phase 2 task force is being formed.
- Collection Space Planning TF Report. ULS endorsed, and a Shared Print in Place Task Force is being formed.
- Shibboleth TF Report forthcoming (June or July)
- Project Management TF Report forthcoming (July)
- Anticipate closer coordination and communication with ACGs and NGTS and NGM
- Interest in UC3 and curation issues

### 2. New SOPAG TF Charge - Access & Discovery

**Discussion:** ULS have charged SOPAG to develop a white paper on issues, approaches, and principles on access and discovery of both print and digital resources. There is a need to craft a broad statement on what UC libraries conceive of as access and discovery. With the proliferation of access points (OAC, catalogs, HathiTrust, scholarship, etc) it is becoming increasingly difficult to direct users to the appropriate resources. It was determined that we need to define the scope of such a white paper before we can start.

There are a number of past reports to review related to these issues, e.g., access integration report and digital library services task force report.

**ACTION:** Bernie and Felicia will draft a discussion document for SOPAG review in July.

### 3a. Review of New Task Force Charges

**Discussion:** Brief review of the two new task force charges: Shared Print in Place and Digital Library Services Phase 2. Minor edits to both from the ULS will be incorporated. There was initial discussion of membership for both groups.

**ACTION:** Lucia and Gail Yokote will work with Diane to edit per UL instructions. The revised version will be passed by UL steering committee. [Done – sent to UL steering committee 6/28]

**ACTION:** Lucia and Diane will look at comments from the ACGs and bibliographer groups to see if there are specific issues to take back to ULS.

**ACTION:** Diane will send the charge to the ACG list and request 2-3 recommendations for task force members from each group. [Done – sent to ACG list 6/28]

**ACTION:** Martha Hruska and Patti Martin will be added to the ACG listserv to keep them informed on issues related to NGTS and NGM. [Done 6/24/2010]

**ACTION:** Reporting dates will be adjusted once the task force membership has been set.

**ACTION:** SOPAG will consult at their campuses and recommend task force names on the SOPAG list.

### 4. SOPAG/ACG/NG\*

**Discussion:** The Joint Meeting of SOPAG with ACG and NGTS and NG Melvyl chairs is set for September 16th. Bruce Miller will attend for the

ULs. The call for ACG annual reports has gone out. A major discussion will be coordination/organization of the advisory structure. It was noted that CDC retreat action items include identification for input/participation from other ACGs. It was recommended that these action items be shared with ACGs beforehand, since there may be impact on other ACG activity/goals for coming FY.

**ACTION:** Diane will draft the agenda for SOPAG to start working on. [Done]

#### **5. Project Management TF report (Felicia Poe)**

Discussion: Felicia gave a brief update on Task Force activities: A follow-up query has been sent to selected individuals. Final report will be presented by Joan Starr to SOPAG on July 19, 2010.

#### **6. Shibboleth TF update (Julia Kochi)**

The task force is aiming to submit its report in July. They have consulted with HOPS and CDC about a policy statement they are recommending.

#### **7. ACG updates**

##### **CDC (Julia Kochi)**

CDC has reviewed their action items list based on the April retreat. CDC is also talking about journal cancellations and the Nature letter and responses. CDC is going forward with reviewing Springer, Sage, ACS and Nature titles.

**ACTION:** Discuss CDC Retreat items on July call before deciding how to use with ACGs related to Sept. ACG/SOPAG meeting.

##### **HOPS (Donald Barclay)**

HOPS is happy that digital reference is no longer in pilot status. There has been a digital reference web conference, and HOPS is considering doing something similar for reference services web conference. They are also looking at developing a system-wide tutorial aimed at the freshman writer---basics of finding articles, books, etc.

##### **HOTS (Luc Declerck)**

Vicki Grahame is new chair (UCI). Mary Page (D) being replaced by Carleen Darr. HOTS has responded to SOPAG's request for comments on the pros and cons of merging CDC and HOTS. A HOTS wiki has been created and they are ready to share portions with CDC and vice versa. HOTS is also busy responding to the task forces on link type, non-Roman backlog, and shelf-ready for NGTS. May need to take shelf ready issues to SOPAG and ULs

##### **LTAG (Diane Bisom)**

LTAG distributed notes on their campuses' annual project lists. [2010 UC Libraries ITD Projects List Snapshot | UC Libraries LTAG 2010 Projects List1.pdf] Overlap of projects was noted. This list should be useful for coordination and leveraging where tech groups could build on work to use in other places.

**Action:** Diane will tell LTAG members that they should send the list to each AUL for Technology to look for collaboration across campuses. [Done – email sent to LTAG 6/29]

##### **RSC (Susan Parker)**

No report.

#### **8. CDL Update (Felicia Poe)**

**8a.** CDL and UCL systemwide groups: Web sites, wikis, LISTSERVs and Blogs

**Discussion:** UCL systemwide work increasingly requires collaborative work and communication tools, yet a formal structure for providing the tools is not yet in place. There is a need to understand the work and information needs of multi-campus groups, including how wikis, blogs and web sites are used by groups. What infrastructure options and collaborative tools should be provided for ACGs, CIGs, and task forces? The following are examples of tools currently provided:

##### **Web Sites:**

CDL will provide server space and maintain "The University of California Libraries" web site for the utilization of UC libraries' systemwide committees and groups, including but not limited to SLASAC, SOPAG, and SOPAG ACGs.

##### **Wikis:**

UCOP IR&C hosts the Confluence wiki platform for use by UCOP employees, including CDL staff. CDL staff who are members of a UC library committee or group may establish and administer a UCOP Confluence wiki for use by the group.

UCSF hosts wikis for SOPAG, CDC, and HOTS; the possibility that UCSF can extend the service to other ACGs will be a future subject of discussion.

##### **LISTSERVs:**

UCOP IR&C hosts the LISTSERV email list management software for use by UCOP employees, including CDL staff. CDL staff who are members of a UC library committee or group may establish and administer a UCOP LISTSERV for use by the group.

##### **Blogs:**

UCOP IR&C does not currently host blog software for systemwide or CDL use; CDL is unable to host blogs external to CDL.

**ACTION:** Future discussion: What would be required to establish a single wiki structure / location for all ACGs, CIGs and task forces?

**ACTION:** Luc will draft mini-requirements for blogs and pose question for LTAG. He will give the requirements and question to Donald to send on to LTAG and copy SOPAG.

#### **8b. ETDs**

**Discussion:** Trisha Cruse (CDL) has requested guidance on ETDs. Four items of importance:

- Legal: UCOLASC is concerned about exposing student work without permissions.
- Technological: A small task force may be needed to examine ETD-related issues; recommended that the three early-adopter campuses be considered as task force members.
- Communication with graduate divisions and faculty: Necessary to express the value of broad access.
- Communication with UC library staff: Trisha has established an ETD wiki and listserv; she is not intending to establish a web presence at this time. Anyone can join the listserv or have access to the wiki by contacting Trisha Cruse at [patricia.cruse@ucop.edu](mailto:patricia.cruse@ucop.edu)

**ACTION:** SOPAG will let others in our libraries know that this wiki/listserv exists.

**ACTION:** SOPAG will request CDC/SCOs to work on issues of embargo and openness to ETDs.

**ACTION:** Felicia Poe will ask Trisha Cruse or Laine Farley to speak with Mary MacDonald about UC's legal position relative to both dissertations and theses.

**ACTION:** Diane Bisom will work with Chuck Eckman on drafting a response to Trisha Cruse; request additional information to determine if SOPAG needs to charge a small group to assist with ETD technical issues. Copy SOPAG.

**9. Update from ULs meeting:**

RLFs: The ULs approved cutting campus deposits by 36% due to budget shortfalls at both NRLF and SLRF. Campuses can pay per volume to deposit up to their original allocation level. NRLF will look into the possibility of pre-processing/in kind cost changes. The ULs also agreed to a non-duplication policy between NRLF and SRLF.

**ACTION:** Diane will check with ULs on whether or not there is a role for SOPAG on implementation of non-duplication between RLFs. [Done – email sent to UL Steering Committee 6/28]

In closing, Diane expressed many thanks to Lorelei and Julia for their many years of service on SOPAG, and Lorelei for her guidance as SOPAG Chair. We are glad Bernie is still on group, but sorry to lose Chuck, and congratulate him on his appointment as library director at Simon Fraser University

**Next SOPAG meeting:**

July 19, 2010 Conference Call

Note taker: Felicia Poe, CDL