

2010-08-31 SOPAG minutes

Systemwide Operations and Planning Group (SOPAG)
Tuesday, August 31, 2010

Conference Call - 1:00-4:00pm

Present: Diane Bisom (UCR, chair), Bernie Hurley (UCB), Susan Parker (UCLA), Donald Barclay (UCM), Deb Sunday (UCI), Gail Persily (UCSF), Elizabeth Cowell (UCSC), Felicia Poe (CDL), Bob Heyer-Gray (LAUC)

Absent: Gail Yokote (UCD), Luc Declerck (UCSD)

Note Taker: Bob Heyer-Gray

1. Agenda Review

Diane sent out via the SOPAG list the CDC Strategic Initiatives (8/31) for inclusion in our 9/16 agenda discussion.

2. UL/SOPAG Meeting September 15, 2010 -- Diane

Wednesday, September 15, 2010
2:00pm-3:00pm

CDL Review Focus Group

Wednesday, September 15, 2010
4:00pm-5:00pm

Location: UCOP Franklin Building, 1111 Franklin Street, Room 12322, Oakland
Directions: <http://www.ucop.edu/services/directions-franklin.html>

Building access: 1111 Franklin is a secure building; to gain access, guests must register at the guard desk. The names of meeting attendees will be provided to the guard by Phyllis Baker (CDL).

Discussion: SOPAG members seemed like logical choice to participate in the CDL Review Focus Group (see above) as key stakeholders of CDL services.

Also added for those that will be able to arrive early on 9/15 with the goal of moving forward with next steps:

1:00pm-2:00pm

SOPAG Discussion: PMSTF Recommendations

1111 Franklin, Room 12129

(Room reserved beginning 12:00pm)

Action: Felicia will verify rooms for 9/15 & 9/16 meetings and send message to the list and update the 9/16 agenda with the correct room number if necessary.

3. SOPAG/ACG/NG Joint Meeting September 16, 2010 -- Gail Y., Gail P., Luc

Draft agenda: <https://wiki.library.ucsf.edu/x/OYDhAQ>

Thursday, September 16, 2010
9:30am-2:30pm

Location: UCOP Franklin Building, 1111 Franklin Street, Room 10325, Oakland
Directions: <http://www.ucop.edu/services/directions-franklin.html>
Notetaker: Sherri Berger, California Digital Library

Guests: Bruce Miller, ULs Group Convenor
John Ober, CDL (for 6(a): Shibolet TF Final Report)
Joan Starr, CDL (for 6(b): Project Management Skills TF Final Report)
Patricia Cruse, CDL (for 7(a) UC3 presentation)

CDC Strategic Initiatives

Discussion: Strategic goals should take into consideration the various review processes under way, the University Librarians strategic directions, and the SOPAG planning & consultative structure restructuring.

CDC Strategic Initiatives should be shared with other ACGs. Perhaps, ACGs could each provide their top goals/initiatives for 2010/11 for the discussion on 9/16.

Sherry Berger (CDL) has volunteered to take notes on 9/16.

The topic of face-to-face meetings for ACGs, CIGs, BibGroups, TFs, will be discussed over lunch on 9/16. Topic comes up periodically and it would be useful to discuss guidelines, what merits a face-to-face meeting, etc.

The 9/16 agenda will be re-organized to ensure sufficient time for the **University Librarians Report** and **SOPAG and ACG strategic goals for 2010/11**.

Action(s): Diane will follow up with Bruce Miller to see if a draft of the ULs Strategic Initiatives document can be shared to help set the context for the **SOPAG and ACG strategic goals for 2010/11** portion of the 9/16 meeting.

Felicia, Deb, Diane, Gail P. will get together to flesh out how to manage the discussion for **SOPAG and ACG strategic goals for 2010/11** portion of the 9/16 meeting.

Diane will send out formal invites to John, Joan, and Patricia once time slots have been firmed up.

Gail P. will post reports as they come in and also post CDC Strategic Initiatives/Retreat notes as well.

Gail P. will send reminders to ACG chairs to get annual reports submitted.

Diane will send the link to the 9/16 SOPAG/ACG agenda to the ACG chairs.

Diane will inform Jim Dooley that the CDC Strategic Initiatives will be part of the broader discussion of the **SOPAG and ACG strategic goals for 2010/11** portion of the 9/16 meeting.

4. ACG Updates

UCSF expressed a willingness to host ACG wikis.

Action: Gail P. will determine where/if ACGs have existing wikis.

- Discussion: ACG/CIG/Bib Groups/TF F2F meeting policy

See discussion in 3. above.

- CDC (Lucia)

Last meeting covered Springer Ebook Pilot Task Force and survey, campus recharges for shared ACQ, a Nature-CDL update, and journal package expenditure reductions.

Action: Felicia will send Springer survey (slated for distribution for 2 weeks in October) to SOPAG.

- HOPS (Elizabeth)

Face-to-face meetings, HOPS 2010/11 goals, and how to better communicate related goals across ACG structure were discussed at the last meeting.

- HOTS (Luc)

No report.

- LTAG (Donald)

No report.

- RSC (Susan)

VDX upgrade seems to have gone well.

5. LAUC Representatives to HOTS, CDC, RSC (Action: Vet recommendations and respond to ULs)

-- email forwarded to SOPAG (8/23/2010)

Candidates were discussed.

Action: Diane will report back to ULs.

6. DLSTF2 and SPlP TF

-- DLSTF2

-- Shared Print in Place

Chairs and calendars have been adjusted and the TF committee members have been sent charges. SOPAG liaisons to the TFs can communicate that deadlines for the reports can be adjusted.

Action: Diane will post charges to the SOPAG web page, send a message re: TFs to the ACG chairs and to the UL Steering Committee.

7. Project Management TF Final Report (Discussion continued -- Action Item from 7/19/2010)

Final Report on Project Management Skills of the University of California Libraries Staff July 2010.docx

Discussion: How best to prioritize and move forward with the recommendations of the TF was discussed. See also discussion in section 2.

8. New SOPAG Assignment - Access & Discovery White Paper

-- Review draft [Discovery Strategy \(v.2\)](#)

-- [Donald's Thought Piece](#)

Action(s): Felicia will do a literature review/reading list to help get discussion started.

All SOPAG members should read Donald and Bernie's pieces.

Felicia will send notes from a meeting with Laine re: expectations of ULs before the 9/15-16 meeting.

9. CDL Update (Felicia)

CDL Mobile Device User Research findings were shared via CDLINFO. Wiki for the findings is at:

<https://confluence.ucop.edu/display/CMDUR/Home>. Rachel Hu (CDL) will likely do webinars on the findings in the coming months. SOPAG will discuss on October conference call.

10. Shibboleth TF Report (Donald)

No Report

11. Next Gen Melvyl (Luc)

No Report.

12. Next Gen Technical Services (Luc?)

No Report.

13. Major SOPAG goals 2010-2011:

- Digital Library Services Task Force, Phase 2 (DLSTF2)
- Shared Print in Place Task Force (SPIPTF)
- Shibboleth Task Force (report forthcoming August 2010)
- Project Management Skills Task Force (draft report presented to SOPAG July 19, 2010)
- SOPAG Access & Discovery Task Force (white paper forthcoming late 2010)
- Interest in UC3 and curation issues
- Closer coordination and communication with ACGs, NGTS and NGM
- Other?

14. Miscellaneous Issues

Action: Review "Pending Future SOPAG Discussion" Section of the Agenda to determine what needs to remain, what can be removed.

15. Next meeting

September 15, 2010, attend UL Meeting 2:00pm, Oakland

September 16, 2010, SOPAG/ACG/NG Joint Meeting, Oakland. Note Taker: Sherri Berger (CDL)