

Systemwide Operations and Planning Advisory Group (SOPAG)

SOPAG Meeting, 12/15/00, Action Minutes

Present: P. Mirsky (Chair), A. Bunting, K. Butter, C. Howard, B. Hurley, C. Johns, L. Kennedy, S. Lessick (Recorder), L. Millsap, J. Tanno, B. French; Catherine Candee (guest).

1. CDL Joint Steering Committee on Shared Collections/Shared Content (JSC):

JSC has developed priorities in advising the CDL on one-time purchases of e-resources. First in the list are collections of letters and diaries from American Women and the Civil war from Alexander Street Press. The CDL continues to negotiate with publishers per the negotiation plan for 2000-01, now available on the JSC web site at <http://www.cdlib.org/libstaff/sharedcoll/jsc/>. JSC is also encouraging the negotiation efforts of Tier 2 publications by bibliographers/resource liaisons, including leadership by CDC to facilitate communication and sharing of Tier 2 developments among bibliographers.

2. Privacy policies on library web sites-follow up:

SOPAG discussed the need to move forward to appoint a Task Force of representatives from LTAG, the CDL Web Design Advisory Group, the health sciences library sector, and faculty that would develop a model policy on privacy in library-provided web services and to recommend practices that enable this policy.

ACTION: P. Mirsky will ask K. Coyle to develop the charge and a timeline and each of the above groups to provide names to SOPAG for membership on the Task Force. Once the charge is developed, B. French will contact Systemwide Library and Scholarly Information Advisory Committee (SLASIAC) or the Senate for the name of a faculty member for the Task Force.

3. RFP Update:

Chair B. Hurley reported that the RFP Evaluation Steering Committee is continuing its work. The Steering Committee is finalizing reports and after an extensive evaluation process will make a final recommendation regarding vendors. Implementation begins in summer 2001.

4. Melvyl union catalog and A&I transition:

B. French presented a proposal for an advisory structure for the upcoming Melvyl union catalog and A&I transition processes. B. French noted that the ULs and SLASIAC recently endorsed the necessity and desirability of moving to external vendor interfaces for CDL-hosted A&I databases. This process will have the goal of providing as many databases under as few user interfaces as possible. In addition to the advisory structure, CDL will provide staff support for the transition including the appointment of a two-year full-time CDL senior associate for education, usability and outreach, and a union catalog implementation project manager.

For efficiency and to facilitate communication about transition efforts on the campuses, SOPAG advised that SOPAG initially coordinate the Melvyl union catalog implementation advisory process. SOPAG's role will be to oversee a program for educating campus constituencies about the selected vendor and implementation process; communicate information, issues and concerns between campus constituencies and CDL transition staff and groups; and review policy issues, develop guiding principles, and determine the appropriate venue for resolution. Additionally, a

CDL-hosted Database Transition Steering Committee will be appointed immediately as an advisory group to the CDL University Librarian to focus on the expected migration to vendor-supported A&I databases. Once recommendations are made, implementation advisory structures may be combined.

ACTION: SOPAG members will review the proposed membership list for the CDL-hosted Database Transition Steering Committee and will provide comments and suggestions to B. French.

5. eScholarship:

Catherine Candee, Director of Scholarly Communication Initiatives, presented an overview of eScholarship efforts to date. C. Candee noted an important shift in focus; initial efforts focused on bringing up discipline-based repositories, whereas the program is now supporting a small number of digital publishing experiments that have the potential of benefiting multiple scholarly communities. She provided brief summaries of eScholarship publishing projects, including providing ePrint repositories, publishing select online scholarly journals, monographs, and unique datasets, and creating tools and software to support digital publishing models. A full description of eScholarship projects can be found at <http://escholarship.cdlib.org>.

SOPAG discussed the need for good communication between eScholarship staff and ULs regarding potential digital publishing ventures on local campuses. While eScholarship is not funding new digital publishing projects, local faculty can be referred to eScholarship staff and information and resources on the eScholarship website. The evolving role and priorities of eScholarship were also discussed. A suggestion was made that eScholarship sponsor sharing sessions on new digital publications and tools for faculty. SOPAG recommended that eScholarship projects be shared at an upcoming CDL Forum as an open forum would provide a good opportunity for UC Librarians to learn more about new UC digital publishing models.

6. Request:

K. Butter reported that the RFP for Consortial Borrowing Software (CBS) is moving forward and that three bids were received in response to the RFP. The Evaluation Team will be meeting shortly to review the vendor bids. A consultant, Mary Jackson, Senior Program Officer, Access Services, ARL, assists the team. The CBS evaluation process is somewhat simpler than the RFP process for CDL-hosted databases and will most likely be concluded in January 2001. The CBS software is not intended to replace local systems and some customization is expected to ensure effective interfaces with campus systems. A Request Project Team is already in place and if the RFP is successful, they expect to begin testing new software in Spring 2001 and go into full production by July 2001.

K. Butter presented a plan for Phase III activities for the Request Service including the implementation of consortial borrowing software and web-based delivery of articles from the paper collections in the coming year. K. Butter reported that most Phase I and II activities have been completed and that the current service will continue to be monitored to resolve system bugs and make periodic enhancements. Request service has been well received. Overall use of Request has doubled and the use of Request has continued to increase by all categories of UC users. Graduate students are the heaviest users of Request and the use of Request by

undergraduates, which was implemented in Fall 2000, represent only about 10% of users. Updated information about Request including usage statistics is available at <http://www.cdlib.org/libstaff/sharedcoll/pir/>. SOPAG reviewed a list of Request tasks and timeline for Phase III and unanimously approved the Planning for Phase III document and attached table of tasks with the exception of the Special Collections Pilot project (see discussion of Special Collections ILL guidelines below).

7. DeskTop Delivery:

The Desktop Delivery Development Group is evaluating vendor software and is writing a report, which will be completed by mid-January 2001. Funding for the project will probably involve contributions from CDL and local campuses. Some CDL money has been set aside in the budget for the project.

8. Government Information and Shared Cataloging:

SOPAG reviewed and discussed the additional information supplied by Sherry DeDecker, Chair of the UC/Stanford Government Information Librarians Steering Committee, regarding their proposal to catalog State of California Internet documents using the CDL Shared Catalog Program (SCP). B. French reported that the concept was viewed favorably by the ULs. Because the number of electronic titles to be cataloged and the workload involved with cataloging/maintaining California electronic documents are unknown, more information is needed to determine costs, issues, and impacts of implementing the Government Information proposal. It was suggested that a small test be done to catalog a limited number of agency titles to determine processing issues and capacity.

ACTION: SOPAG approved the concept of SCP cataloging State of California Internet documents. On behalf of SOPAG, B. French will refer the proposal and additional information supplied by the Government Information Librarians to the CDL SCP Steering Committee through HOTS, in consultation with Shared Cataloging staff at UCSD, to estimate the workload involved and recommend resources and mechanisms required to implement the project. The SCP Steering Committee will report back to SOPAG no later than March 2, 2001.

9. Special Collections ILL Guidelines:

A. Bunting presented the RSC's proposal to implement a pilot study for six months to enhance the sharing of Special Collections materials by employing ILL processes and infrastructure. The genesis of the proposal stemmed from faculty feedback about the necessity to increase and streamline the sharing of Special Collections materials for teaching and research. A. Bunting reported that the proposal was discussed at a recent HOSC meeting to give members the opportunity to provide suggestions and concerns. All ILL and Special Collections units tentatively agreed to participate in the pilot project with the exception of the UCB Bancroft Library. As a result of the meeting RSC will revise a few areas of the ILL policy and procedures manual as appropriate and develop a form to accompany each request. SOPAG spent considerable time discussing the proposal to remove the block on requesting Special Collections items in the Request service. K. Butter raised concerns about making immediate system changes in Request and the workload impact on other Request plans and timelines. It was noted that a pilot could still be conducted without the Request component in place.

ACTION: SOPAG agreed to undertake a pilot project to study the lending of Special Collections items as an ILL process and gather statistics to inform future cost/process scenarios. K. Butter will investigate the level and scope of work involved in making system changes in Request per the proposal and report back to SOPAG by the January meeting. A. Bunting will inform RSC that a pilot using Request cannot begin until an assessment of the work needed to make changes is made. She will also ask RSC to document, in consultation with HOSC, the specific locations where loaned Special Collections materials will be placed for patron use.

10. Task Force of Access Integration:

SOPAG discussed the composition of the Task Force and the need to keep the size of the group small (6-7 members). The group will include a mix of expertise and develop a draft report that will be communicated and vetted broadly. Tentative members were identified by SOPAG.

ACTION: SOPAG members will confirm the participation of potential members that were identified including a possible chair, and report back to P. Mirsky who will then vet the names with the ULs.

11. Collection Management Initiative

C. Johns reported that the Mellon Foundation will decide shortly on the CMI proposal and she is hopeful that it will be funded. She will be visiting the campuses in January and February to discuss the initiative with library staff and faculty. C. Johns is presenting a program on the CMI at ALA. Information and documents about the CMI is available at <http://libraries.universityofcalifornia.edu/sopag/initiatives/cmi.html>.

12. ILL Workshop Follow Up:

SOPAG reviewed a revised UC ILL Summary and Follow Up report that was prepared by A. Bunting. Several additional outstanding issues were identified by SOPAG including the ongoing use of resource sharing funds for the Tricolor delivery service. Sufficient lead-time of one year would be needed for discussion and planning if resource sharing funds were to be discontinued. The importance of campus IT support for ILL should also be stressed as all UC ILL units are interdependent and gaps and delays at the local level (either due to out-of-date technology or lack of sufficient IT support) have negative repercussions on intercampus ILL activities throughout the UC system.

ACTION: A. Bunting will make modifications per SOPAG discussion and then P. Mirsky will transmit the report to the ULs.

13. All-Campus Groups' Workshops:

In response to P. Mirsky's reminder to all-campus groups to propose workshops early and submit plans and budget proposals as soon as possible, HOPS and RSC informed SOPAG of their intention to submit a request to collaboratively develop an educational workshop for UC libraries staff on copyright and electronic reserves.

ACTION: P. Mirsky will develop draft workshop guidelines for all-campus workshops for the next SOPAG meeting.

14. UL Advisory Structure:

The ULs plan to conduct a formal review of the UL advisory structure that was implemented in 1998 by July 1, 2001. This will include a review of the membership and chair of SOPAG; implementation of staggered terms for SOPAG members beginning July 1; and feedback from SOPAG and LAUC on the effectiveness of the All Campus Groups. SOPAG has been asked to develop evaluation questions for the review by the ULs for their April Meeting. Next SOPAG meeting is January 26, 2001.

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