

2011-08-26 SOPAG Minutes

SOPAG Conference Call August 26, 2011 1pm-3pm

Present: Diane Bisom,UCR; Elizabeth Cowell, UCSC; Luc Declerck, UCSD; Vicki Grahame, UCI; Bob Heyer-Gray, LAUC; Bernie Hurley, UCB; Julia Kochi, UCSF; Emily Lin, UCM; Susan Parker, UCLA; Lucia Snowhill, UCSB; Gail Yokote, UCD; Felicia Poe, CDL.

Note Taker: Lucia Snowhill (UCSB)

Guest: Martha Hruska (NGTSMT)

1. **Agenda Review/Suggested time allocations**
2. **Approval of 8/12/2011 Notes**

Approved

3. CoUL Update – Diane

– SOPAG or NGTSMT items for CoUL September 8-9 meeting

SOPAG requests the opportunity to review CoUL updated 2011-12 priorities before they are distributed broadly.

SOPAG is requesting that CoUL provide communication on two items:

the intersections of NGTS with the SLASIAC Library Planning Task Force

an official position on system-wide ILS

Diane will provide documents and recommended CoUL action on both the Melvyl governance structure

and the Shared Print in Place Task Force report. [discussion and actions in relevant sections below]

Discovery and Access paper was on the CoUL consent agenda in July, and Diane is awaiting feedback.

4. NGTS – Martha Hruska

Martha provided an update on NGTS progress. POT initial task lists, potential lightning teams, and timelines are due to the Management Team (NGTSMT) September 2nd. NGTSMT will assess them and provide feedback to each POT in mid-September. NGTSMT will also provide a standardized process for POTs to make membership appointments to lightning teams. Martha reminded all that this process is iterative and that we can expect modifications as POTs develop their plans and interdependencies are articulated.

- Edits to POT 2.2 charge

POT 2 has recommended edits to its charge to use different terminology than "good enough record". They recommend changing the terminology to indicate that they are designing minimal record standards for the full range of resources and when/how these are to be used. The POT is considering recommending adopting the national bibco standard record to enable earlier adoption. There was discussion of intersections between this charge and the work of POT 6. Some POTs finding need to move short term in their charges to longer term because of intersections and dependencies with other POTs.

ACTION: NGTSMT will revise the POT 2.2 charge to reflect terminology recommended.

Martha reminded all POT sponsors that charge they may recommending revisions and adjustments to their charge, timeline and deliverables as these are discovered in trying to develop task lists and timelines. NGTSMT is aware that timelines will potentially need to be adjusted once they lay out logical sequence and interdependencies among the POTs.

There are no actions for CoUL on Sept 8-9 meeting.

- Joint MT/SOPAG sponsor calls

Having trouble finding a time that works for everyone, but getting started. An initial call was held yesterday. It was noted that POTs are finding it really helpful to have project managers tracking their progress.

- POT 1

Development of a charge for POT 1 is dependent on the outcome of DLSTF report. Felicia is recommending that some early organization and staging for the POT begin so that the group is poised to begin when charged. Given the range of issues this POT will address, it is recognized by all that more than 3 members will be needed for the POT. There are already a number of potential members named on the wiki. SOPAG agrees that will need slightly larger group.

- 3 can be a lonely number

Some pots already feel 3 members not quite enough, but will see what task reports and timelines indicate for needed membership. Martha reminded all that lightning teams will lighten the load, but that this concern will be considered for future groups as they are formed. The goals are still to move quickly and stay focused. SOPAG encourages NGTSMT to track how well this kind of organization works for this kind of work and how needs to adjust.

5. Shared Print in Place Task Force

SOPAG reviewed the draft cover letter and recommended actions chart to be forwarded to CoUL. Minor edits were suggested to both.

ACTION: SOPAG accepts report. Diane will thank and discharge the Task Force.

ACTION: Diane will add specific CoUL actions to the cover letter and Lucia will revise the chart to send to CoUL next week for their Sept 8-9 meeting. Diane will cc:SOPAG.

6. Recommendation for UC Melvyl Governance and Operations

Diane presented revised docs based on discussion on the August 12 conference call, adding Patti Martin to the Advisory Group and completing campus membership for Operations Liaisons and the Users Council. The primary discussion centered on the role and communication lines for the CDL Users Council. It was agreed that the Users Council provides essential input for the Melvyl Operations Team, but also has a broader role in advising CDL and HOPS. Communication between the Users Council and HOPS needs to be formalized to take the best advantage of the needs of both CDL and HOPS.

ACTION: Diane will adapt the graphic of UC Melvyl Governance and Operation to reflect a dotted line relationship between Users Council and HOPTs.

ACTION: Diane will edit the decision making column of the chart to bring out RASCI relationships among the groups; remove the Users Council charge from the bottom of the chart; move the CoUL actions to a cover letter. Diane will send documents to SOPAG for final review before forwarding to CoULs by Sept. 1st.

ACTION: SOPAG will review the charge of each group. Elizabeth will look at the Users Council charge in particular.

ACTION: Diane will contact Laine Farley about SOPAG's discussion of the Users Council.

ACTION: Elizabeth will work with Ann Frankel and Ellen Meltzer to revise the HOPS and Users Council charges to reflect the relationship between the groups.

7. DLSTF2 Final Report

Continuing discussion about what is required from SOPAG to distribute the task force report and get the appropriate input. The report and CDL comments present several options. The CDL comments have been sent to the DLSTF2, and their response and recommended actions are due to SOPAG next week. It was noted that we do have several principles from our discovery document and previous reports that can help build directions and help set priorities. SOPAG needs to set a high level plan and direction for NGTS POT 1, but also in order to get appropriate input when sharing the report with ACGs and campuses for comment.

ACTION: The sub-group (Diane, Emily, Luc, Felicia, and Bernie) will continue to develop a discussion doc on how to proceed. Bernie will develop a brief document with the relevant background principles from other documents, and Luc and Emily will outline options with cost/benefit for further SOPAG discussion on the next conference call.

ACTION: Diane will set up conf call for sub-group. May include the DLSTF2 chair in sub-group discussions.

ACTION: SOPAG will discuss the DLSTF2 comments on the Sept. 9th conference call.