

Recorder: UC Davis (Jason Newborn)

Roll Call & Announcements (10 minutes)

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|-------------------------------------------------|--------------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Berkeley – C. Rubens | <input type="checkbox"/> Davis – J. Newborn (recorder) | <input type="checkbox"/> Irvine – G. Lopez & L. Weinberger |
| <input type="checkbox"/> Los Angeles – J. Lee | <input type="checkbox"/> Merced – D. Sawatzky | <input type="checkbox"/> Riverside – V. Novoa & J. Moores |
| <input type="checkbox"/> San Diego – K. Goodson | <input type="checkbox"/> San Francisco – A. Asbury | <input type="checkbox"/> Santa Barbara – S. Hathaway |
| <input type="checkbox"/> Santa Cruz – J. Alper | <input type="checkbox"/> NRLF – J. Wiemhoff | <input type="checkbox"/> SRLF – J. Edmondson |
| <input type="checkbox"/> CDL/UCOP – L. Wolf | <input type="checkbox"/> Stanford – R. Harrington | |

1. RSC update (Vince Novoa)

- Per Vince: There is really nothing to report from RSC, but we do have a taskforce working on an RFP for the courier service. There are two teams, one writing the specifications and the other will review the bids. Last week, we had a conference call to go over the first draft. Bob Freel edited the first draft with our changes, and I was given permission to share with IAG (see attached). Keep in mind that not all of RSC has seen this yet, but I wanted to get your group's feedback on the second draft at our meeting. [Vince may not be able to attend the conference call, but Leslie and Charlotte are on the taskforce.]

2. CDL update (Leslie Wolf & Debra Bartling absent)

- VDX 4.1 is working well and we are not seeing any unusual problems. We are dealing with a challenging issue on renewals with Stanford; it is still being resolved.
- Document delivery is working well. We have now exchanged over 1200 documents. UCSD is currently piloting using Relais and hopes to go live in February. We invite all the campuses to contact us so we can help them utilize document delivery successfully.
- The next phase will be implementation of site actions, which UCSB is currently piloting. They reported that it is "working great" and the staff really likes it. UCLA will be the next pilot site before we release it to the entire ILL community.
- Per Jutta (NRLF): I haven't had any time yet to look into & set up the Document Delivery portion in VDX. So, for now, NRLF will transmit documents as usual.

3. UC-wide ILL training checklist/website/FAQ for Access Services and other staff on ILL basics (Jenny)

- The group has not met recently.
- Preliminary list of topics:
 - Reserves
 - Turnaround time
 - Eligibility
 - Cost
 - What can be requested.
- More information coming in the near future.

4. SOPAG's new Guidelines for CUL Advisory Groups In-Person Meetings (Charlotte & All): Concerns?

- ACGs should no longer meet face-to-face unless there is strong justification for all campuses.
- Approved: Council of University Librarians (CUL) November 22, 2010
- See <http://libraries.universityofcalifornia.edu/sopag/guidelines-facetoface.html>.
- **ACTION:** Let the group know if you have concerns about this and think we should pursue it further in any way. Or, we can always revisit this later (this summer or next) if we ever feel strongly that an in-person meeting is needed over a conference call. [No responses received]

5. Campus Updates:

- **NRLF:** Head of Deposit Services retired end of December; position won't be filled. Operations Manager Scott Miller & Jutta are sharing the position's responsibilities. Access Services department losing staff member who is relocating; position won't be filled. We will make every effort to continue to provide best service possible under circumstances, but may need to discontinue some of the services we have been providing, (e.g. filling very long articles as loans). Nothing decided yet, just a heads-up.
NRLF material owned by Water Resources Center Archive Library (WRCA): WRCA is in process of moving collections to Riverside. While they move their entire collection that is on campus (Charlotte can address), some of the circulating NRLF material remains at NRLF and will be loaned to UC's as usual. Restricted archival material (around 1200) in cartons and document boxes already moved to Riverside.
- **UCSD:** Moving along with strategic planning process. In process of developing specific actions based upon our 6 identified strategic directions.
- **Irvine:** Our unit is planning major move beginning Spring Break. Our work space will be completely cleared out to paint, re-carpet, and install new cubicles and furniture. We expect to be down a couple of days at least while we move out of our area and into temporary spaces. The makeover will take 3-4 weeks so it will be that long before we move back in. We will keep you posted as this will have a pretty big impact on our ability to fill requests.
- **UCSB:** UCSB currently interviewing candidates for vacant University Librarian position. The Davidson Library addition and 2-story section renovation construction continue to be slated for Winter 2012. This will affect ILL, which is in the 2-story section, with nearly entire science & engineering collection, to be unavailable during construction. ILL office moving operations to Access Services area in December 2011. More updates later.
- **UCD:** Randy Siverson is acting University Librarian while new UL search is conducted. Due to retirement and some shuffling of staff positions, Shields Library ILL has reduced its staff members by 1 person, but decreased its staff time by only one 0.25% of a full time position. This should have very little effect on service levels.
- **Stanford:** CDL may have alerted UC ILS units on this already. Will send updates to Bob Brandiff regarding problem with Stanford ILLiad renewal messaging being received by VDX. Ever professional and patient, Debra Bartling was especially dedicated to troubleshooting & testing.
 - 1. All renewal requests sent from VDX (borrowing) to Stanford Interlibrary Lending ILLiad being received.
 - 2. Renewal responses from Stanford ILLiad to UC VDX anticipated to fail for all transactions submitted to Stanford through morning of January 5, 2011.
 - a. A renewal request that will be sent to Stanford in February, attached to a request sent to Stanford through morning of January 5, 2011, will be received by Stanford ILL. When Stanford ILL responds via ILLiad, UCs will not receive the renewal yes or renewal no message.
 - b. Since up to two renewals are permitted, the problem may continue through May 2011.
 - 3. Stanford ILLiad ISO Service and ISO Manager rebooted on January 5, 2011. Testing of renewal messaging for requests received following the rebooting were successful.
 - 4. Stanford ILL is responding to renewal requests using the ILLiad renewal functionality, so that the requests move through the correct ILLiad queues for Stanford.
 - a. However, the requests remain in renewal pending for VDX.
 - b. Stanford then e-mails a renewal yes and due date, or renewal no message from within ILLiad to the requesting UC ILB unit.
 - c. This secondary e-mail messaging has been the work around for two weeks.
 - 5. Though a more efficient work-around than the current e-mail in ILLiad may not be possible, one has been requested from OCLC.
 - 6. OCLC has reviewed ISO logs, which are not showing alerts or failures.

NEXT CONFERENCE CALLS:

Date	Meeting Time	Location	Recorder
<i>April 21, 2011</i>	<i>2 pm – 4 pm</i>	<i>Conference Call</i>	<i>Irvine</i>
<i>July 21, 2011</i>	<i>2 pm – 4 pm</i>	<i>Conference Call</i>	<i>Los Angeles</i>
<i>October 20, 2011</i>	<i>2 pm – 4 pm</i>	<i>Conference Call</i>	<i>Merced</i>

Charlotte to schedule forthcoming meetings.