Systemwide Operations and Planning Group (SOPAG)

Action Minutes

Friday, January 21, 2005

1:00-3:00pm

Telephone Conference Call

Recorder: John Tanno

Present: Bernie Hurley, Chair (UCB), Trisha Cruse (CDL), Patrick Dawson (LAUC), Kate McGirr (UCSC), Bruce Miller (UCM), Marilyn Moody (UCSB), Terry Ryan (UCLA), Susan Starr (UCSD), Lorelei Tanji (UCI), John Tanno (UCD), Stefanie Wittenbach (UCR)

Absent: Julia Kochi (UCSF)

1. Task Force on Visual Resources—Next Steps.

The draft charge for a proposed "Image Services Rollout & Advisory Committee" was discussed in the context of the University Librarians' desire to have a single, umbrella group responsible for overseeing the process for "rolling-out" and advising on new shared services. It was decided that SOPAG should serve in this capacity. SOPAG will charge the appropriate All Campus Group or create a cross-functional task force, depending on the nature of the particular shared service to be addressed and will ensure these groups include the necessary expertise.

ACTION: Hurley will recast the draft charge to appoint HOPS as the Image Service Rollout and Advisory Group.

ACTION: Cruse was asked to keep SOPAG informed regarding the ongoing development of shared services by the CDL, so that SOPAG may appoint appropriate advisory groups for the rollout of those services in a timely and effective manner.

2. SOPAG Electronic Resource Management System Task Force

Hurley indicated that the Task Force is continuing to work on an RFP for an ERMS and is currently planning to have it ready by mid-March 2005.

3. All Campus Groups

Cruse reported that the ListServ for the Chairs of the All Campus Groups has been set up to facilitate communication between the groups, as discussed at the December SOPAG meeting.

3.1. CDC Update

Tanji reported that CDC will be having a conference call next week and they are currently working on (1) the ULs' charge to develop materials for a Summit Meeting on Scholarly Communication; (2) a document clarifying the roles and responsibilities of the JSC and CDC; (3) the Shared Print update; (4) Elsevier Title Changes exercise debriefing; and (5) the East Asian digital resources cost share model.

3.2. HOPS Update

Moody reported that there will be a joint RSC/HOPS meeting on February 10th, focusing on UC-elinks. Technical experts from the CDL will be invited to attend.

3.3. HOTS Update

Miller indicated there was nothing new to report.

3.4. LPL Update

In the absence of Kochi, no report was given.

3.5. LTAG Update

Ryan reported that LTAG is continuing to identify and evaluate meeting software and will be

trying out a product to see how it functions for LTAG meetings, before making a recommendation.

3.6. RSC Update

Starr reported that a team is working on a brief survey to UC Libraries, to clarify the availability of media collections throughout the UCs.

ACTION: Starr will consult with Claire Bellanti to establish a schedule for a report to SOPAG on the sharing of media collections.

4. Report on CDL Related Items

4.1. CBS/Request/Desktop Delivery Update

Cruse reported that Gary Johnson (UCSB) is now working 50% for CDL to assist campuses with VDX implementation issues.

The VDX production system was upgraded to version 2.7.3 over the holidays.

UCSB did an OCLC lending test just before the holidays, and we are hopeful that they can begin lending to OCLC partners through VDX very soon. Doing so will provide UCSB with a completely integrated workflow.

Five campuses are now borrowing through VDX, and three additional campuses are close to borrowing (UCM, UCSF, UCI).

There is a test scheduled in March/April for UC Libraries to use VDX with DOCLINE at SDI and NLM.

A subgroup of the VDX Implementation Team is attempting to develop a draft policy for record retention in VDX. This will be forwarded to IAG, RSC, and SOPAG for discussion and review. CDL has sent a list to RSC of the 13 reports that are currently available to every campus on VDX activity. RSC is reviewing the list and will recommend additional reports that they require.

4.2. MELVYL Update

Cruse mentioned that the results from the Melvyl Staff Satisfaction Survey are currently being analyzed and a report is being prepared regarding the survey to determine the level of staff satisfaction with MELVYL. The Melvyl Operations Team is following up on issues that can be addressed, and some will be explained and or clarified in *Melvyl Matters* (previously *El Mel Tells).*

The UCLA data reloads into MELVY have been completed and the UCLA loading will once again be event driven i.e. the pushing of UCLA weekly files to the FTP Virtual Host will trigger automated conversion, loading and merge jobs. A special thanks to all that worked so hard and diligently on the job.

4.2.1. Uniform Title Sort & Display in MELVYL Update

Cruse reported that the CDL has received input from the Music and Literature bibliographers regarding the trial solution to handle the sorting and display of uniform titles in MELVYL. The Melvyl Operations Team is currently evaluating how to move forward.

4.3 Shared Services Project Update

Cruse reported that the Digital Preservation Repository test has been released to four campuses (Berkeley, San Diego, San Francisco, and Los Angeles), allowing them to submit and retrieve digital objects. The remaining six campuses will soon be getting information and be requested to identify their needs and potential use of the repository.

SOPAG briefly discussed the "Current Issues in Implementation of Shared Services," a document dated October 22, 2004, prepared by Systemwide Library Planning and comments have been invited.

ACTION: SOPAG members are encouraged to send any comments on this document to the Chair for discussion at the next SOPAG meeting.

5. Systemwide Library Planning

There were no new agenda items.

6. Shared Collections—Government Information—Update (Marilyn)

6.1 High Volume Digitization Infrastructure—Next Steps

There was discussion of various digitization projects underway locally and nationally, which led to the conclusion that it would be desirable, while other options are being explored, for the UC Libraries to undertake a pilot project, to gain some experience and a better understanding of what would be involved in doing a mass digitization project. To prepare for a such a project, it would be necessary to develop criteria for the selection of materials, and such criteria might include the condition of the materials, where they are located, whether or not bibliographic records would need to be created or modified, the time and cost for removing and returning materials to the shelf, the impact on services while materials were being digitized, intellectual property concerns, etc.

ACTION: Hurley will consult with Barclay Ogden for advice on selecting materials from the list of recommended titles submitted by the CDC, and the development of criteria for what materials are good candidates for digitization and what issues need to be addressed.

6.2. Print Collection Planning: Possible Collaboration with the State Library

Tanno reported on a meeting at the CSL on January 19th, to explore the possibilities of collaboration with UC Libraries for developing shared print and/or shared digital collections of California state documents. The discussions were positive and a subgroup has been appointed to further explore these possibilities.

6.3. Review of government information status and next steps

Moody reported on discussions at ALA regarding GPO's Strategic plan and the impacts of the transformation from print to electronic distribution of federal government information. She is continuing to work on a document recommending what steps the UC Libraries might take as the digital transformation of government information continues.

7. RLF Persistence Procedures

The RLF Persistence Task Force has been appointed and charged to develop an implementation plan for persistent deposits in the RLFs. Claire Bellanti, Chair of the Task Force, is scheduling the first meeting.

8. Bibliographic Services

SOPAG discussed the establishment of a task force of between 4 and 5 members to conduct a highly consultative review of the UC's bibliographic services, as described in a draft charge dated December 10, 2004 by Dan Greenstein. Given the scope of such a review and the complexity of the issues related to bibliographic services, SOPAG thought it would be beneficial to focus its next meeting (February 25) on this topic, and invite several experts to join this discussion.

ACTION: Hurley and Cruse will prepare a description of the purposes for the meeting to be shared with SOPAG and the invited guests. Cruse will work with CDL colleagues to formulate a draft agenda to share with SOPAG in advance of the meeting. Cruse will make the arrangements for a meeting room. SOPAG members will invite the selected guests from their campuses, including the CDL.

9. LAUC Initiatives

9.1. Peer-Reviewed E-Journal

SOPAG briefly discussed LAUC's proposal to develop an open access, peer-reviewed e-journal and was favorably impressed with this initiative.

9.2. Position Papers on Libraries and Privacy and Copyright and Fair Use

ACTION: SOPAG asked Dawson to convey to the LAUC Executive Board questions regarding the relationship of these position papers to the work the Library Privacy Liaisons and the information currently available on their Website.