

# **Systemwide Operations and Planning Group (SOPAG) Minutes**

**Friday, January 27, 2006**

**Conference Call**

**Attendees: Bernie Hurley (Chair, B), Patrick Dawson (LAUC), Kate McGirr (SC), Marilyn Moody (SB, Recorder), Susan Starr (SD), Lorelei Tanji (I), John Tanno (D), Julia Kochi (SF), Bruce Miller (M), Sharon Scott (R), Terry Ryan (LA), Patricia Cruse (CDL)**

## **1. Agenda Review & Announcements**

### **1.1 Copyright Clearance Center consortia discount**

SOPAG discussed the use of the Copyright Clearance Center's (CCC) consortia discount. SOPAG also had a discussion regarding the role of the CCC and copyright in general.

**Action:** Hurley has asked IAG to appoint a person to serve as a liaison to the Copyright Clearance Center (CCC) so that those UC libraries that choose to do so may use the CCC at a consortia discount rate.

### **1.2 CDL UCSD User Study**

### **1.3 Merged Selection Principle**

Two papers have been issued that CDC will be discussing—the report from CDL titled: *Shared Print: The Patron Perspective, UCSD Faculty and Graduate Student Focus Groups* (see [http://www.cdlib.org/inside/assess/evaluation\\_activities/docs/2005/sharedPrintReport\\_nov2005.pdf](http://www.cdlib.org/inside/assess/evaluation_activities/docs/2005/sharedPrintReport_nov2005.pdf)) and the CDC draft document: *Principles For Acquiring And Licensing Information In Digital Formats* (see <http://libraries.universityofcalifornia.edu/cdc/principles.html>).

## **2. All Campus Group Reports**

### **2.1. CDC (Lorelei)**

#### **2.1.1 New Charge to CDC from ULs' Scholarly Publishing Summit**

Work is proceeding on the draft report regarding the charge to CDC to develop two scenarios for systemwide negotiations for electronic journals as an outcome of the ULs' Scholarly Publishing Summit. The final CDC report is expected to be completed in March.

#### **2.1.2 East Asian Digital Resources Project Report**

CDC has discussed the East Asian Digital Resources Project Report and compiled notes regarding the report.

**Action:** Tanji will forward the CDC notes regarding the East Asian Digital Resource Project Report to SOPAG.

### **2.2 SCO**

#### **2.2.1 Faculty Out-Reach Charge for SCO**

SCO's quarterly report to SOPAG has been issued. SCO is continuing to work on its charge to develop a faculty outreach plan for scholarly communication.

## **2.3 HOPS**

### **2.3.3 HOPS/ISRAC**

SOPAG discussed the quarterly report and work of HOPS/ISRAC (Image Services Rollout and Advisory Committee).

**Action:** Cruse will work with Laine Farley, CDL, to arrange a conference call for representatives from CDL and HOPS to discuss what further actions need to be undertaken by ISRAC to complete its work.

## **2.4 HOTS**

The BSTF report has been a topic of discussion for HOTS. HOTS also plans to create a CONSER funnel—a way for UC to maintain a single CONSER contact.

## **2.5 LPL**

No report.

## **2.6 LTAG**

### **2.6.1 Web Conferencing Software**

Plans are proceeding to purchase web conferencing software recommended by LTAG for trial use by SOPAG and some ACGs.

## **2.7 RSC (Susan)**

### **2.7.1 RSC request to SOPAG on Blocking Checked Out Reserve Items**

SOPAG members were asked to review three different scenarios with appropriate people on their campuses: 1.) Retain the status quo: If an item is on reserve and not checked out, it can't be borrowed from another campus. And, if it is on reserve and checked out, it can be borrowed from another campus. 2.) IAG's original proposal, suggested in part to avoid "gaming" the system: If an item is on reserve, it can never be borrowed whether it is checked out or not (this would require programming in MEVLYL). 3.) If an item is on reserve at a campus you may borrow it, if checked out or not (this would also require programming in MELVYL).

While in principle SOPAG is sympathetic towards scenario 3 as a policy choice, SOPAG decided to recommend scenario 1, retaining the status quo. Because of the amount of programming involved for CDL and the number of programming projects to which CDL is already committed, this was not seen as a high enough priority and of a great enough cost-benefit to warrant changing the current procedures.

**Action:** SOPAG recommends that the status quo regarding use of Request for items on reserve be maintained.

### **2.7.2 Interlibrary Loan of Media**

SOPAG discussed the draft ILL code preamble drafted by Tanno in response to the information learned during the SOPAG review of interlibrary loan of media in the UC system.

**Action:** Hurley will send the draft ILL code preamble to RSC with the SOPAG suggestion that this be used as an introduction to the ILL code.

### **2.7.3 HOSC/RSC Special Collections ILL Report**

The SOPAG response to the report has been forwarded to HOSC and RSC.

#### **2.7.4 Suggestion for SOPAG ACG on Copyright**

SOPAG discussed a suggestion to create an ACG on copyright. While SOPAG recognizes the need for copyright expertise on a systemwide level, it was decided that creating an ACG might not necessarily be the best way to proceed. SOPAG will look for ways to better share information regarding copyright issues, avoid redundancy of effort, and coordinate action across the UC Libraries.

**ACTION:** Hurley will invite a few copyright experts within the UC Libraries to join SOPAG either in person or via conference call at the next SOPAG meeting.

### **3. Task Force Reports**

#### **3.1 Bibliographic Services Task Force**

SOPAG discussed the review process for the BSTF report. The following general process was agreed upon by SOPAG.

(1) The process will be a structured review, with ACGs, LAUC, and the campuses asked to provide input. Experts who were interviewed by the BSTF will also be asked to provide comments. Ryan will compile a set of questions to be used in the review process. Ryan has also agreed to collate and analyze the comments and information received as a result of this review.

(2) SOPAG members at each campus will coordinate the discussion at their campus. They may ask a BSTF member to attend the discussion if desired.

(3) The schedule for the review is as follows:

February 1--request for input goes out.

March 31--deadline for comments and input to be returned to SOPAG.

April 21 SOPAG meeting--Ryan completes summary and analysis of comments for SOPAG discussion.

(4) Based on the April discussion, SOPAG will recommend the next steps for the ULs to consider and discuss these with them at the May joint SOPAG/ULs meeting.

**Action:** Hurley will send out request for input to ACGs, LAUC, and BSTF experts who were interviewed.

**Action:** Hurley will contact BSTF members and solicit their help and potential participation in campus review.

#### **3.2 SOPAG RLF Persistence Procedures TF**

The final report of the RLF Persistence Procedures Task Force is due June 30th.

##### **3.2.1 Updating the RLF Persistence Policy**

The RLF Persistence Task Force is updating the RLF Persistence Policy to match the policy the ULs approved.

**Action:** Hurley will forward the Word version of the RLF Persistence Policy to Kochi.

#### **3.3 SOPAG ERMS Implementation Team**

The ERMS Implementation Team with representatives from each campus has been identified and charged by SOPAG.

**Action:** Cruse will send SOPAG a list of all the ERMS Joint Development Teams.

### **3.4 Policies and Procedures for Digitally Reformatting Printed Monograph and Serial Holdings**

SOPAG discussed the charge and the process needed to carry out the charge. A task force will be appointed to deal with most aspects, while SOPAG will work on some of the resource issues identified in the charge.

**Action:** Hurley will redraft the charge received from the ULs for use by a task force, including these areas of the ULs' charge: selection issues, service issues, technical issues, and the identification of cost elements. Hurley will then appoint a task force to carry out this charge. SOPAG will work on the additional resource issues identified in the ULs' charge.

**Action:** SOPAG reps will confirm the availability of people at their institutions identified by SOPAG as potential task force members.

### **3.5 Digital Preservation of Electronic Scholarly Journals**

SOPAG discussed the charge from the ULs regarding the digital preservation of electronic scholarly journals. The areas that need to be developed include policy, technology, and selection components. SOPAG decided that a task force should be appointed to deal with this issue.

CDC expressed an interest in having representation on this task force. Cindy Shelton (UCLA) will be the CDC representative.

**Action:** Cruse will work with CDL staff (John Kunze, Preservation Technologies Architect and Ivy Anderson, Director of Shared Collections), Bernie Hurley, and a CDC representative (Cindy Shelton, UCLA) to formulate a framework for analyzing the current digital preservation landscape for journals. Cruse will report back to SOPAG for input on developing a charge for a task force.

## **4. Report on CDL Related Items**

Cruse provided a flyer about a new CDL service that will launch in Spring 2006. The service, Calisphere, will replace <<http://californiadigitallibrary.org/>>. The intent of the site is to showcase publicly available materials from the UC Libraries and campuses with an emphasis on primary source materials. My colleague, Rosalie Lack, is leading the project. I can provide you with additional background information on our call tomorrow.

Cruse reported that things are moving forward with the Metasearch Infrastructure Project <<http://www.cdlib.org/inside/projects/metasearch/>>. Roy Tennant, the project manager, reports that we should be getting an Alpha prototype out in the next few months for user testing and fulfillment of our grant from the National Science Digital Library. In addition, we will of course be plowing what we learn into a Beta version of the infrastructure, at which time we will be connecting up again with our campus partners to move the first portal projects forward. These will enable us to test and update the infrastructure as needed to make it easier for campuses to

deploy and more effective when they do. As always, Roy is happy to entertain questions at any time.

## **5. Systemwide Library Planning**

The topic of content management systems on the campuses was discussed. CDL continues to work on the idea of digital content stewardship for UC faculty.

**Action:** Cruse will share an overview of the digital content stewardship project with SOPAG.

**Action:** Cruse will work with CDL with input from SOPAG to draft a survey to send out to campuses regarding the current use and anticipated uses of content management systems.

SOPAG will review the survey before it is sent out.

## **6. Shared Collections & Services – Updates**

### **6.1 Investigation of a High Volume Digitization Infrastructure**

#### **6.1.1 SOPAG Demo Project**

Hurley provided an update on the Digitization Demo Project. Two of the vendors have returned all items. Review of the project is proceeding.

#### **6.1.2 Open Content Alliance**

SOPAG discussed some of the activities of the Open Content Alliance (OCA). The role of SOPAG in the process of selecting items to be included in OCA projects was discussed.

**Action:** Cruse will work with Robin Chandler to provide an update on the OCA project.

### **6.2 Print Collection Planning: Possible Collaboration with the State Library**

Tanno reported on a meeting with the State Library on December 16, 2005 to discuss potential collaborative activities.

## **7. UC Libraries Website / SOPAG Web Design / Master Task List**

Kochi continues work on this project.

## **8. e-dissertations**

Tanno is gathering information from SOPAG members regarding the status of e-dissertations on each campus.

**Action:** Cruse will forward the PAG report regarding dissertations to SOPAG.

**Action:** SOPAG members will provide Tanno with the additional dissertation information requested to complete the dissertation status chart Tanno is compiling.

**Action:** Tanno will send the dissertation status chart to SOPAG members when completed.