

## 2008 04 11 SOPAG Minutes

### Systemwide Operations and Planning Group (SOPAG)

Friday April 11, 2008 conference call

Time: 1-4pm

Present: Bernie Hurley (UCB), Gail Yokote (UCD), Lorelei Tanji (UCI, Chair), Terry Ryan UCLA) Diane Bisom (UCR), Luc Declerck (UCSD), Patrick Dawson (UCSB), Kate McGirr (UCSC), Julia Kochi (UCSF), Trisha Cruse (CDL), Mary Linn Bergstrom (LAUC, Recorder)

#### 1. Agenda Review & Announcements- (Lorelei)

*Patrick is leaving UCSB (and SOPAG) for the position of Dean of Libraries for Northern Illinois University, starting July 1.*

#### 2. All Campus Group Reports

##### 2.1 CDC Report (Julia)

###### 2.1.1. CDC RLF De-Duplication TF

- *hasn't met*

###### 2.1.2 Criteria for Purchasing Shared Print

- *document approved with minor changes at March 2008 UL SOPAG meeting*

**Action:** *remove from agenda*

###### 2.1.3 Proposal for cross-functional task force on digital repository audit methods (Julia, Trisha) - *no report*

###### 2.1.4 UL charge: Evaluation of SCAP databases -

CDC response - *CDC is planning a review of tier I databases in timely and orderly fashion*

###### 2.1.5 UL/SOPAG charge to CDC re collection management/collection development for systemwide strategic directions:

Draft to review, discuss, send to CDC

**Action:** *After determining whether Strategic Directions document, or parts thereof, can be shared with working group, Lorelei and Julia will finalize and send to CDC.*

*Other CDC activities:*

*Exploring further shared print collections - possibly developing a pilot in a high use subject area*

#### 2.2 SCO Report (Gail)

##### 2.2.1 Joint CDC/SCO Task Force Report on Criteria to Determine UC's Support for Transformative Scholarly Publishing Models\_.\_

**Action:** *Gail is completing final editing*

##### 2.2.2 Support for scholarly communication

Placeholder for SCO Job Description

**Action:** Job description in final draft phase - target date next week to email to SOPAG

*FYI - UCOP office of research is sponsoring UC webinar April 17 re: NIH public access mandate*

### **2.3HOPS Report (Patrick)**

*Catherine Friedman - incoming Chair*

2.3.1 A Charge for HOPS on Public Services

a. Charge from ULs to SOPAG re Future of Public Services

*HOPS hopes to have revised report prepared for May ULs meeting -*

**Action:** HOPS will send edited document to SOPAG by May 1

2.3.3 Mass Digitization Outreach Charge - FAQs

*Posted on Inside CDL \_ <http://www.cdlib.org/inside/projects/massdig/>*

### **2.4HOTS Report (Luc)**

2.4.1 UL charge: Assessment of potential cost savings in the Shared Cataloging Program

*Reviewed UL's response to HOTS re SCP budget cuts*

*Discussing reprint deposits in RLFs*

*Discussing issues associated with the practice of creating duplicate bibliographic records for Special Collections materials.*

### **2.5 LTAG Report (Terry)**

*No report - Face to face meeting in March - Conference call planned in June. Considering RSC proposal to conduct workshop on emergency preparedness*

### **2.6 RSC (Gail)**

2.6.1 UL charge: Assessment of potential cost savings for Tricor delivery

RSC reponse

*No Report*

2.6.2 Proposal for Emergency Preparedness Workshop

*Intent: to develop comprehensive systemwide response to emergencies, with swift resumption of services; address need for tools, resources, training models, resource sharing, legal issues*

**Action:** Proposal will be returned to Preservation Advisory Group (PAG) and HOPS for review and completion of workshop proposal form

### **3. A Structure for Implementing UC Libraries Collaborative Projects (Kate and Bernie)**

b. Discuss topic of project management training. Review UCSF project management training documents on SOPAG wiki

*Discussed how to define and disseminate baseline knowledge/expertise and develop standard skill sets across the system. UCSF project planning modules on wiki is a model.*

**Action:** *Kate, Diane, Julia, Mary Linn will discuss with Joan Starr - Kate will lead (draft rough charge)*

#### **4. e-dissertations (Trisha)**

CDL ETD TF revised draft charge

Discuss TF members?

*Trish in discussion with UCSD*

### **5. Task Force Reports**

#### **5.1 Bibliographic Services Task Force (Terry)**

a. March 17 release and testing plans

b. Launch Packet

*In final testing 'pre-release' phase*

**Action:** *think positive thoughts*

*May 9 Users Council meeting - Ellen Meltzer will preview Next Gen Melvyl -*

*Assessment task group - usability testing scheduled in May*

*UCSB has completed reclamation project - UCB also working on theirs*

### **6. Digital Library Workshop (Luc, Julia, Trish, and Bernie)**

*Action: SOPAG will continue with a structured discussion next month.*

### **7. Report on CDL Related Items (Trisha)**

#### 7.1. MELVYL

Google Book Search Announcement

*Action: SOPAG approved moving Google Book Search into production in Melvyl (April 25)*

#### 7.2.1 ERMS

*There was discussion about ERMS systems.*

7.2.2. Counting California (nothing to report)

7.2.3 Digital Preservation Pilot Project

Background Information

Pilot Project Plan

*CDL working with ULs to determine cost of digital preservation - cost components: preservation, new formats, capital costs, direct operating costs -*

*Purpose of pilot: Determine fixed and variable costs, validate costing model, provide data to make more accurate projections*

**Action:** *Trish will accept proposals for additional collections - high use collections would be of interest*

### **Web Archiving moving into production June 1 -**

*CDL will support campus allocations of 1 terabyte each*

*Campus roles:*

*Institutional administration - create projects, declare/authorize access, create accounts, serves as main contact, prioritize projects (manage space)*

*Project administrator - curatorial*

**Action:** *Trish will share user guide*

*Establish accounts for test service*

*Continue discussion at next meeting (collection building: CDC role? Avoiding redundancy?*

*Oversight?)*

7.2.4 Mass Digitization Update - FAQ & Mass Dig page on inside CDL project page

*Internet archive now has process for scanning folded pages*

*Additional collections in process: Foreign language materials, materials with unknown copyright status*

## **8. Systemwide Library Planning (Trisha)**

8.1 ULs charge to SOPAG re statistics for digital and shared collections -

Discuss membership of a task force. Draft charge re statistics from Gary Lawrence

**Action:** *for further discussion*

8.2 Systemwide Strategic Directions for Libraries and Scholarly Information at the University of California

- Strategic Themes

-Identify volunteers to provide input on various sections.

*SOPAG has charged CDC.*

**Action:** *Trish will ask Gary Lawrence what is needed*

**9. Pilot using Confluence wiki.** Discuss any further practices we wish to adopt.

**10. Agenda items from SOPAG for ULs meeting (tbd May 16 or May 28)**

*SCO job description*

*Future of Public Services initiative*

*Next Gen Melvy!* -

**11. Future meetings: May 9 (Bruce, notetaker), June 6 (Gail, notetaker)**

**May 9 - conference call 1-4pm**

**June 6 - face to face - Oakland**