Systemwide Operations and Planning Group (SOPAG)

SOPAG Meeting, May 9, 2002, Action Minutes

See also http://libraries.universityofcalifornia.edu/sopag/

Present: J. Tanno (chair), A. Bunting, T. Dearie, J. Kochi, S. Lessick, P. Mirsky, K. Mgirr, M. Moody, J. Ober, G. Yokote (recorder)
Absent: B. Hurley, B. Miller

1.1: Melvyl transition (Ober)

Ober reported that the University Librarians were meeting on May 9 to decide which Record Improvement Projects for Melvyl will be funded so this agenda item was removed from SOPAG agenda. Ober also noted that UCB Library Systems provided invaluable assistance (Java programmers who did programming for external input streams for MELVYL-T, including those from UC contributors, OCLC, and RLIN) to the CDL so it could meet its timeline for Melvyl-T conversions. A & I transitions progressing on target except for OVID BIOSIS uc e-links. Melvyl-T prototype is undergoing usability testing. Melvyl-T hardware has arrived and is ready for full database performance testing and data loading during this summer.

Ober led discussion of UC campus survey results for nonUC contributors to PE and Catalog and presented anecdotal information from a few of the nonUC contributor interviews conducted by CDL. For monographs, the nonUC contributors like being in Melvyl because of Melvyl's broad coverage of sites, but were concerned about meeting the new input standards. For serials, the UC campus surveys indicate that CULP is used primarily for referral by UC library staff.

ACTION: 1) CDL staff will consolidate input from UC campuses into a report, 2) Dearie will ask RSC to review the ILL traffic between the nonUC and UC units to determine whether it is useful to include nonUC units in CDL Request

1.1.3: Legacy Melvyl circ links for UCD, UCSB, UCLA (Ober)

Ober reported that progress was made in accommodating UCD's need for displaying circ information from their new system in legacy Melvyl; the UCD switch date is May 27. It is very likely that the programming for UCD will also work for UCSB. UCLA will wait until MELVYL-T comes up.

1.1.4: Melvyl quality control — brief records (Ober)

Ober presented a recommendation that the 1988 document that details the specifications for brief records submitted to Melvyl be updated. Updating this document is timely given our move to Melvyl-T and web-based formats and the related opportunity to focus on improving overall quality of the union catalog.

ACTION: Tanno will charge HOTS to revise the standard for Melvyl record minimum content to replace the 1988 document. HOTS wil be asked to consult with HOPS and RSC during the revision process because of the public service implications (e.g. display and CDL Request. Projected timeline for completion is 60 days to draft standard plus an additional 30 days to gather feedback from stakeholders.

1.1.5: Melvyl quality control — single vs multi record treatments for electronic resources (Ober)

UCSD Shared Cataloging Program staff would like guidance before supplying cataloging records in a single bibliographic record format or in a multi-record format to campuses for electronic resources since cataloging practices associated with electronic resources at campuses can vary.

ACTION: Tanno will ask the chairs of HOTS, HOPS, and RSC to form a task force that recommends how to handle catalog records for electronic resources including conducting a survey of existing campus practices, presenting pros & cons for each option (single and multi record treatments), and considering the implications of national trends/standards. Before task force is convened, potential membership of the new task force is vetted by SOPAG.

1.2: Shared Cataloging Program (Tanno, Lessick)

Tanno reviewed April 17, 2002 document regarding the Shared Cataloging Program. SOPAG endorsed a proposal to support UCSD development necessary to distribute shared cataloging records directly to each campus. The recommendation to drop the CDL location for Melvyl-T should be reviewed by the Melvyl Users Council before a final decision is made.

Lessick presented background on organizational structure for the Shared Cataloging Program since she was asked about the decision-making process for the program by some HOTS members. SOPAG discussed the practices used by "all campus groups" when appointing task force members and sharing minutes/documents and determined a more uniform approach was needed. In addition, SOPAG identified the following "policy" and practice that it will use for "all campus groups."

Policy: When "all campus group" or its subsidary appoints a task force, study group, etc. names of potential members should be sent to SOPAG for approval. If the task force is a "representative" group (each campus has a member), the candidate name is sent to the appropriate campus SOPAG member. If the task force is a "nonrepresentative" group (members chosen for their expertise or experience), the candidate names are sent to SOPAG for review by entire body. This policy is used for both initial appointments and replacement appointments to task forces.

Practice: All SOPAG, and UL groups will have a web presence on the SOPAG web site that contains charges, membership, and minutes at a minimum. Links should be maintained from the SOPAG website to CDL pages listing CDL groups and vice versa. **ACTION:** Followup by SOPAG needed includes: 1) Bunting distributing "all campus group" template to SOPAG

members, 2) Moody and Ober creating an "official" list of SOPAG and CDL group memberships and including reporting relationships for the groups, 3) SOPAG reviews SOPAG web site to determine what content and links are missing

ACTION: Tanno forwards policy and practice statements to all campus groups.

1.3: Web document delivery (Ober, Dearie)

UCSB will be included in phase 2 of the CBS implementation. UCD is the only campus in the last phase. New VDX version slated for September, 2002.

1.4: CDL directory short-term development (Ober)

No UC campus volunteered to participate in the batch loading development. Thus, the short-term development for the CDL directory will not be pursued and no further development work, such as searching or display features, will be undertaken for the CDL directory. The UCSD shared cataloging records will continue to update the directory, which will remain in its current form for the time being.

ACTION: Tanno reports back to Access Integration Task Force that phase 1 (short-term development of CDL Directory) was identified as not feasible after CDL review since no UC campus wished to participate and that phase 2 is still under discussion. Note that recommendation 6 of task force report cannot be done until there is a framework for phase 2.

2.0 Task Force on Digital Visual Resources (Tanno)

SOPAG approved the charge with modifications and the task force nominees (H. Batchelor, UCLA; C. Bunting, UCSC; L. Abrams, UCSD; L. Farley, CDL; K. Wayne, UCB). Additions to the membership section of the charge include: 1) consult with appropriate UC technical individuals, 2) appoint liaisons to nonrepresentative campuses so that input and feedback can be obtained, 3) add UCIA example in appendix.

ACTION: Tanno requests University Librarians approval of the task force and its charge.

3.0 Access integration conceptual model (Tanno for Hurley)

Discussion deferred to May 10 meeting with University Librarians.

4.0: Digital reference update (Lessick)

HOPS is creating a common interest group for digital reference activities.

ACTION: Lessick writes status review for the submitted report and the actions taken by SOPAG.

5.0: Privacy Task Force Report (Mirsky)

Ober mentioned that only the Office of the President sets "policy" for the University of California and that UC libraries set "library policies." References to "policy" that is not library policy must be changed. SOPAG endorsed the recommendations and identified questions for further follow-up.

6.0: Workshops (Tanno)

No new information received on status of workshops.

7.0: Rights management in the digital environment (Ober)

SOPAG agreed to incorporate digital rights management issues, such as copyright and intellectual property, into charges of relevant groups that are appointed rather than create a group to examine these issues without a specific context.

8.0: Electronic records management (Tanno)

Tanno will ask C. Brown to inform SOPAG of any issues that need library attention from the UC Records Management Group.

9.0: Future SOPAG meeting schedule (Tanno)

June 21; July 26; Sept 20 (under discussion because HOPS meets); Oct 25 (joint meeting with Uls); Nov 15; Dec 13

Next Meeting: June 21, 2002 (recorder: B. Hurley)

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