Systemwide Operations and Planning Group (SOPAG)
Action Minutes, Friday, July 23, 2004 (Conference Call)

Present: P. Cruse, T. Dearie (recorder), B. Hurley, J.Kochi, K. McGirr, B. Miller, P. Mirsky, M. Moody, T. Ryan, S. Starr (UCSD SOPAG member-designate), L. Tanji, J. Tanno (chair), S. Wittenbach

1. SOPAG Electronic Resource Management System Task Force
   B. Hurley reported that the RFI has been developed, sent out for review, and 6 venders have responded. The ERMS Task Force will meet on July 26-27 to review the responses and prepare a recommendation for discussion at the September 10th SOPAG meeting.

2. All Campus Groups—Update
   2.1. CDC
      2.1.1. Status of UCAC
         K. McGirr reported that the group is working on goals and objectives and will have them ready for CDC (its parent group) by fall.
      2.1.2. HOTS Response re Shared Print Collections Pilot Info in Local Catalogs
         CDC has not discussed this report yet. Defer until September meeting.

   2.2. HOPS
         Nothing to report

   2.3. HOTS —Acquisitions Common Interest Group
         The group is meeting, has an agenda, and has developed a web page.
      2.3.1. HOTS Suggestion re the Expansion of SCP Responsibilities
         P. Cruse will discuss with B. French. Defer until September meeting.

   2.4. LPL
      J. Kochi will distribute to SOPAG for its information the Library Privacy Audit document, which describes the status of audits on each campus.

   2.5. LTAG —UC Library Software
      A new chair has been selected (Stephen Schwartz from UCLA). The only outstanding issue is to recommend procedures and policies for sharing UC library developed software. An item in LTAG's minutes referred to a study commissioned by the CDL to determine how people find things on the Web.

ACTION: P. Cruse will share more information on the study and any final results.

2.6. RSC
2.6.1. Planning for Advanced Mechanisms for Document Delivery from the RLFs

T. Dearie presented the report for discussion. RSC has been asked to explore advanced delivery mechanisms that could obviate the need to circulate items from a print archive, address operational issues, and investigate mechanisms that are high-speed, high-production, or archival level. RSC reported on the delivery mechanisms available, but were unable to address the operational issues since there are no collections from which to gain experience. Because the need is so minimal they asked to review the issue when there is more experience.

ACTION: J. Tanno will share the report with Nancy Kushigian for consideration in developing shared collections.

ACTION: P. Mirsky will ask CDC to survey campuses with this question: "Are there categories of materials that campuses are not depositing because there are no electronic delivery mechanisms available?"

ACTION: T. Dearie will ask RSC to continue to monitor the technology.

ACTION: J. Tanno will report to the ULs that the service is adequate to meet current demand and RSC is prepared to move forward when there is demand.

2.6.2. Quality of Desktop Delivery of Scanned Articles

T. Dearie presented RSC's report that had been requested by the ULs. RSC was asked to investigate the quality of scanning and the electronic document delivery mechanisms currently in place and to determine: (1) are there adequate quality control practices in place and (2) are equipment or procedural enhancements required to assure consistent quality of the electronic delivery of scanned articles.

ACTION: J. Tanno will report to the ULs that RSC has looked into the issue, quality of scanning is not a major problem and in fact, overwhelmingly, users prefer the service, process and procedures are in place to check for quality, and equipment is adequate for current needs. The review process did identify other areas for investigation, which RSC will undertake.

ACTION: T. Dearie will ask RSC to research the question of the scope of the problem if all materials requested to be were to be delivered via electronic means and not be delivered via fax, photocopy or other means. Specifically, what percent are not being delivered electronically when requested and what would the cost (equipment and staff) be to deliver

100% of requests electronically.

    2.6.3. Request for a New VDX Team

T. Dearie presented a proposal from RSC and RSC-IAG to create a new VDX Implementation Team to replace the current Request Project Team. The proposal was approved with modifications.

ACTION: RSC will work with CDL to replace the current CDL Request Project Team with the new VDX Team.

ACTION: T. Dearie will report to RSC the modifications requested, including a sunset date of December 31, 2005.

ACTION: RSC will consult with their SOPAG representatives to appoint appropriate members to the team.

    2.6.4. Interlibrary Loan of Media

The group discussed the feasibility of increasing the lending of media collections. ACTION: J. Tanno will charge the RSC to review the issue and recommend ways to facilitate the loaning of media collections among the UC libraries.

    2.6.5. UC eLinks Recommendation from IAG

Defer until September meeting.

  2.7. Joint Meeting with ACG Chairs

The meeting for the ACG Chairs was set for October 22nd, but several SOPAG members cannot attend on that date.

ACTION: J. Tanno will review possible alternate dates with SOPAG and the ACG Chairs.

3.   Report on CDL Related Items (Trisha)

  3.1. CBS/Request/Desktop Delivery—Update

P. Cruse forwarded an update on the VDX Implementation from M. Heath. The installation of v. 2.7 of the software has been delayed until August.

  3.2. MELVYL—Update

The load of UCLA records is going smoothly.

  3.3. Uniform Title Sort & Display in MELVYL—Update

Nothing new to report.

  3.4. Link Resolver Planning

The project is still on track.

  3.5. JSTOR—Update

Procedures for selecting titles have been developed and distributed to campuses for review. A web page will be developed to assist with communication.

4. Systemwide Library Planning

   4.1. Strategic Directions Documents—
        http://libraries.universityofcalifornia.edu/planning/
        G. Lawrence is developing press releases from the document. He will share
        them with   SOPAG as appropriate for local use.
   4.2. Scholarly Communication
        Nothing to report.
   4.3. Systemwide Planning Consultation Needs and Methods
        P. Cruse reported that planning for a "digital library services" group is
        underway and will share the charge and membership with SOPAG when
        available.
   4.4. Master Planning Project List—Update
        J. Kochi reported that the list is finalized except for the URLs for two
        documents.
        ACTION: As soon as these documents are posted on the SOPAG site, J. Kochi
        will update the final list and transmit a copy to Gary Lawrence.

5. Shared Collections—Government Information—Update

   5.1. Government Information Workshop—Update
         M. Moody will distribute a call for participants, to be coordinated by the
         SOPAG members on each campus. Broad representation, beyond Government
         Information librarians is encouraged. The workshop date is October 28.
   5.2. Proposal to Develop Digitization Centers at the RLF's for Government
         Information and Other Shared Print Collections
        5.2.1. Investigation of a High Volume Digitization Infrastructure
                Barclay Ogden has been charged to investigate this issue. His report is
                due prior to the September meeting.
   5.3.   Print Collection Planning: Possible Collaboration with the State Library
           J. Tanno has arranged a meeting with P. Cruse, Linda Kennedy and Sherry
               DeDecker to meet with John Jewell and others from the State Library to
               explore the possibility of the State Library providing access to
               retrospective print collections of government information to the
               University of California Libraries as needed in the future. P. Cruse noted
               that potentially there will be a cut to the State Library budget, which
               could impact its ability to deliver what we need.

6.   Shared Collections—Publisher Based Shared Print Archives
       Nothing to report.

7. SOPAG and LAUC

   SOPAG discussed the invitation from Terry Huwe to participate in a program at the LAUC Fall Assembly.

   ACTION: J. Tanno will convey to T. Huwe that SOPAG would be interested in participating in the Fall Assembly.

   SOPAG also discussed the request for a "presidential visit" to SOPAG.

   ACTION: J. Tanno will discuss with T. Huwe.