

Systemwide Operations and Planning Group (SOPAG)

Action minutes – 25 July 03 conference call

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

Present: Tammy Dearie, Bernie Hurley, Julia Kochi, Marilyn Moody, Bruce Miller (recorder), John Ober, Terry Ryan, Lorelei Tanji, John Tanno (Chair), Stefanie Wittenbach, Linda Kennedy (guest), Laine Farley (guest)

Absent: Kate McGirr, Phyllis Mirsky

1. Review Process for the CMPG White Papers (SOPAG)

Update on Review Process

- *Developing a Shared Collection for the University of California*
- *Collection Management and Coordination: A Strategy for the UC Libraries*

Reports distributed to ACGs, LAUC, and SOPAG in email from JWT 6/11/03

The review process is underway.

2. Working Group on UC Shared Print Collection Pilot (Lorelei)

2.1 Revisions to the *Draft Report* 5/20/03

Revision is still in progress. John O. will send comments that articulate specific concerns to C. Shelton for incorporation.

3. Systemwide Library Planning

3.1 UC Libraries Website—Update (John O.)

- *UC Libraries Consultative Structure Overview* sent with email from John O. 7/22/03

Discussion focused on clarity of presentation for the overview of the consultative structure. Design is well underway. There is good progress on the preparation of content. There is a plan for migration to the new site.

3.2 Update to UC Libraries Master Planning Project List—SOPAG's Activities (Julia/John T.)

Revision underway.

3.3 SOPAG Website, ACGs, and Webmasters (John T.)

- Sample ACG Template 6/27/03

There is a desire for consistency regarding look and feel for the higher level links. Navigation should be consistent. Data will be migrated to the central server. Each ACG will have a webmaster with write privileges for the associated site. Default access should be open. Formal documents are appropriate for public posting; works in progress and confidential matters should not be posted.

3.4. Review of CMI preliminary findings (John O.)

The review process is seeking comment regarding whether the inferences in the preliminary report are reasonable.

4. Task Force on Government Information *University of California Shared Collection of Government Information Final Report* (SOPAG, Linda Kennedy)

Discussion of Input Received

- TF Report dated May 2003
- Comments from: CDC (7/24/03); HOTS (7/22/03); LAUC (7/17/03; 7/22/03-SC); RSC (7/17/03), UCB (7/24/03); UCSD (7/15/03)

Not all of the groups have responded yet. Much of the comment received overlaps, i.e., there is some consistency. Resources, work load, governance, and cost/benefit are key themes. A pilot should be identified including an estimate of costs. SOPAG needs to assess input and the implementation charge and strategy. The issue is complex, but there is a desire to continue to work on it. Linda will ensure that the draft implementation charge is ready for the 12 September SOPAG meeting.

4.1 Workshop (John T.)

Possible future item in support of government information pilot project.

5. CDL Related Items (John O.)

5.1 CBS/Request/Desktop Delivery—Update

There was a successful test with 100 real requests on 21 June. Discussion is under way regarding possible "go live" dates. An important step will be to share knowledge gained to date with each campus as part of overall implementation. CDL is working with the team to identify and support additional staffing for this. Desktop delivery via Ariel issues are hopefully to be resolved soon.

5.2 Digital Content Contract Breach Procedures

- *University of California Shared Digital Content Breach Procedures for CDL-Licensed Resources* sent with email from John O. 7/24/03

This version incorporates changes suggested in previous discussion, and will be distributed to license coordinators and resource liaisons.

5.3 Melvyl-T

- Melvyl-T FAQ sent with email from John O. 7/22/03

The FAQ will be posted on the web. A project to analyze record processing at the campuses for inclusion in Melvyl is being planned with support from resource sharing funds as approved by the ULs. At its September meeting SOPAG discuss issues of quality control and decision processes for Melvyl as a shared and co-invested resource. The current state of information regarding uniform title question is being written up and will be distributed shortly. Legacy Melvyl is scheduled for removal on 1 August.

5.4 Documenting the American West

Dan Greenstein has drafted a speculative document regarding methods for building content, e.g., by topic or theme, such as the American West. One question is how to create a strategic priority for such a venture. So far there has only been preliminary thinking.

6. All Campus Groups—Update

6.1 CDC (Lorelei)

- *Scenario: Shared Approval Plan Collection Management*, draft by Cecily Johns distributed to CDC by Lorelei with email 6/9/03

Not yet discussed by CDC.

CDC is working on a draft charge regarding Elsevier shared collection. A white paper for prototype East Asian library is under consideration.

6.2 HOPS (Marilyn)

- CIG on Web-Based Services, revised charge 7/17/03

Approved.

6.3 HOTS (Bruce)

- SCP Advisory Committee Draft Charge, sent with email to SOPAG from JWT 7/14/2003

John T. will ask for more description of the need for ties between HOTS and the SCP advisory committee, including comments on the rationale for the ex-officio role on HOTS of the chair of SCPAC.

6.4 LPL (Julia)

No action items.

6.5 LTAG (Bernie)

Terry is now the SOPAG liaison to LTAG. The report regarding tele-meeting options will be forthcoming.

6.6 RSC (Tammy)

No action items.

7. Digital Visual Resources Task Force—Next Steps (John O., Laine Farley)

- *Digital Visual Resources Planning—Report 4/03*
- email with attachments to SOPAG from John O. 6/5/03
- email from Laine Farley to John O. dated 6/17/03, forwarded to SOPAG by John O. 6/19/03

Suggested edits have been incorporated in the report. Laine reported on explorations with faculty regarding potential use of digital visual resources. There is planning or action on many of the recommendations in the report, many of them through the CDL's "Image Demonstrator". System architecture, metadata standards, and copyright are areas for additional work. Systemwide tools for content management and the potential to share or collaborate on them is not well understood and could be a potential area of focus. Laine will finalize the report, and John T. will distribute it to the ACGs with a request for comment later in the fall. John T. will ask LTAG to inventory content management systems that are in use in the UC libraries.

Next meeting: 12 September, Oakland

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