# 2008-07-25 SOPAG Minutes

**2008 07 25 SOPAG Minutes**

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

**Friday July 25, 2008   conference call**

**Time: 1-4pm**

Present: Bernie Hurley (UCB), Gail Yokote (UCD), Lorelei Tanji (UCI, Chair), Susan Parker (UCLA), Bruce Miller (UCM), Diane Bisom (UCR), Luc Declerck (UCSD), Lucia Snowhill (UCSB), Kate McGirr (UCSC, Recorder), Trisha Cruse (CDL), Mary Linn Bergstrom (LAUC)

Absent: Julia Kochi

**1. Agenda Review & Announcements**

**2. Systemwide Library Planning**

**2.1  SOPAG Statistics TF for digital and shared collections - Update for SOPAG** Parker, Joanne Miller, Tanji have begun to create an outline of the report and will plug-in information and edit over time. By use of a survey or a list of issues explored at the campuses, the group's focus will be on identifying what the various needs are for systemwide data, and whether we are collecting the right data or not.

SOPAG members will go back to their campus libraries and identify the appropriate people to provide feedback, facilitate getting campus library input any way they think appropriate (e.g. conversation, via email, via meeting).  The task force will provide SOPAG with a survey of questions and sufficient information to provide a context for the rationale and goals of the survey. **ACTION:**  SOPAG will send additional information on ideas for the survey, and possible additional contacts who could inform the process. The task force will prepare a survey or list of issues in August for SOPAG to explore with their library statistics contacts. SOPAG will poll campus contacts to provide information to the task force.

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

No report

## 3. All Campus Group Reports

## 3.1 CDC Report

**3.1.1 CDC Charge Systemwide Strategic Directions**  * *CDC is working on the charge by creating a brief paper setting out strategies going forward. A newer version has been created that groups goals and directions under different strategies. SOPAG provided comments on the most recent draft, which Snowhill will take back to CDC.

**Action:** CDC is working towards the September deadline to provide the briefing document. Snowhill will provide SOPAG comments to CDC.

**3.1.2. CDC RLF De-Duplication TF**
a. Duplication Task Force Charge - Still working on charge should be something in August.

## 3.2 SCO Report

**3.2.1 Support for scholarly communication**
In the May, ULs meeting, they expressed concern about large scope of issues being asked of the SCOs. The loss of central support to the SCO creates a new challenge to coordinate systemwide and keep issues on track. SCO has re-thought its initial request for help and now expects a temporary SCO Specialist to assist the SCOs in identifying the important communications linkages with UCOP offices that will be needed to bring scholarly communications initiatives to the attention of appropriate UC-wide audiences and offices.

SCO has prepared a draft contract document laying out expectations for the position, reporting structure, timeframe for work and deliverables. SCO will discuss the contract document in an August phone call.

SOPAG will review the final document.

**Action:** SCO will discuss their draft of the contract elements of the goals and objectives at their August conference call, then forward their document to SOPAG. SOPAG will provide their perspective and forward the SCO document to the ULs.

### 3.3 HOPS Report

### 3.3.1 A Charge for HOPS on Public Services
Hurley provided a HOPS update. The reflector is quite busy, and the two issues are on the table including the 24-7 digital reference proposal. HOPS will conduct a conference call to develop the cost/benefits of this program to the ULs and additionally offer a costing model. HOPS will also discuss the Big Idea paper, especially #1 recommendation providing more information and details to SOPAG for an agenda item on the September ULs meeting.

### 3.4 HOTS Report

### 3.4.2 Consortium Approaches to Technical Services
Declerck and Yokote provided a draft transmittal memo for SOPAG's review which would be sent to the ULs asking for their support to explore consortium approaches to Technical Services. HOTS has also conducted a preliminary discussion of the consortium approach at their last meeting.

HOTS continues to work with sub groups to investigate potential changes that might be implemented in the SCP program to address the funding cutback.

**Action:** SOPAG endorsed the transmittal letter to the ULs with changes. Declerck and Yokote will finalize the transmittal letter, finalize the discussion paper, and forward to HOTS, then to the ULs to confirm their interest. If the ULs confirm interest in this topic additional distributions of the letter and paper will be made to other ACGs for input.

### 3.5 LTAG Report

### 3.5.1 UC Trust LTAG had a conference call in June, and the minutes aren't finalized. LTAG has been informed about the UC Trust and will discuss this topic in their August call.

### 3.6 RSC

### 3.6.1 UL charge: Assessment of potential cost savings for Tricor
Parker updated SOPAG on RSC's response document. RSC was charged to look at more effective ways to administer the systemwide Tricor pick ups.

### 3.6.2 Proposal for Emergency Preparedness Workshop - A draft proposal of the workshop titled, "After a Disaster: Re-establishing and Sustaining User Services" has been distributed to SOPAG.

**Action:** SOPAG will review draft workshop proposal. Parker will continue to work with RSC on ways to capture savings with the Tricor MOU. Ideas will be presented to SOPAG in August to forward to ULs

### 3.7 ACG Chairs/SOPAG Joint Meeting
The joint meeting has been confirmed for the Thursday, October 16[th]meeting from 9:30 -3:30. Cruse is finding a location in Oakland. ACG chairs have been asked to share their annual plans and common interest group plans by September 30th.

## 4. Project Management Training for Consortial Collaborations
 No report

## 5. e-dissertations (Trisha)
A key stakeholders meting will take place on August 21st at CDL for the UCSD and UCSF test campuses who are already handling e-dissertations. The agenda will explore who is doing what with digital preservation, and what steps are being taken toward providing access to e-dissertations.

## 6. Task Force Reports

### 6.1 Bibliographic Services Task Force

Declerck updated SOPAG on the status of the Next-Gen Melvyl project and activities of the Implementation team since the last meeting.

## 7. Digital Library Workshop

The workshop final report provides an overview of action items from workshop. CDL has reviewed these items and thinks these are good ideas and is ready to play a brokering role but looks to campuses and SOPAG to express interest in the initiatives. This could be a perfect topic to discuss with ACG chairs in October and could provide a collective identification of the next steps. As an alternative, SOPAG could discuss which of the initiatives to consider with their campuses.

**Action:** SOPAG members will continue to discuss the priorities provided in the document at their campuses and to refine the ideas included in the report. Declerck and Cruse will craft a decision-making template to assist SOPAG identify pros and cons for each possible next step.

## 8. Report on CDL Related Items (Trisha)
CDL is going to redo its website. Hoping to have quick turn around time

(winter) and they are gathering input from a wide range of www.cdlib.org users.

The Bib Services Group has conducted initial discussions with UCB about their switch to Millennium. Ongoing communications and high level documents were agreed upon so as not to disrupt services (MELVYL)

MELVYL will clear up a backlog of records in two weeks.

Rosalie Lack is working on a redesign of the OAC site. The OAC redesign webpage provides an overview of the process and allows contributors to give input. Redesign should be finished by Spring 2009.

ERMS investigations for CDL are underway. CDL is actively investigating two vendor solutions and hopes to have a solution by end of August.

The digital press pilot moving ahead and will report to the ULs later this year.

Microsoft cessation is in a four month ramp down, NRLF and SRLF will continue until end of September. Access on Internet Archive will continue. Exploration continues to find solutions to maximize access to the material. Scanners will remain at UC; and a proposal went to CDC to decide on what kind of content should continue to be scanned, which will inform where the scanners will end up.

Shared Image Collections Liaisons: CDC signed off that there will be a member from each campus.

**Future meetings: August 22, 2008 (notetaker: Julia Kochi), conference call, 1-4.**