

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

**Meeting of Friday, August 12, 2005; 9:30am – 2:30pm  
California Digital Library, Oakland**

**Present:** Trisha Cruse (CDL), Bernie Hurley (chair, UCB), Julia Kochi (UCSF), Bruce Miller (UCM), Marilyn Moody (UCSB), Terry Ryan, recorder (UCLA), Susan Starr (UCSD), John Tanno (UCD), Stefanie Wittenbach, (UCR)

**Absent:** Patrick Dawson (LAUC), Kate McGirr (UCSC), Lorelei Tanji (UCI)

### **1. Announcements (Hurley)**

The joint UL/SOPAG meeting is tentatively scheduled for Nov 16/17 but SOPAG members should still hold Nov 18 as well. Meeting place is not yet determined.

### **7. UC Libraries Website/SOPAG Web Design /Master Task List (Kochi & Ryan)**

Gary Lawrence and Joanne Miller (managing director of UC Libraries Website) joined us at for this agenda item. At our last meeting, SOPAG agreed that the Master Task List that had been jointly maintained by the University Librarians and SOPAG was too difficult to keep current for it to be helpful. We still saw a need, though, for a place where library staff could go to find out about major cooperative projects in process. Lawrence and Miller felt that such a list could also be “mined” by them to produce news and announcements for external audiences through the UC Libraries website.

Kochi and Ryan had developed a draft revision to the SOPAG Website to include a brief summary of major projects on the SOPAG home page, with links to more detail elsewhere. SOPAG discussed the draft and agreed that it had too much information on a single page to be useful. We also pointed out that the site needed to meet several different needs, to be a place where staff could go to find out what SOPAG is, to understand the SOPAG committee structure, and to see what the current active projects are. The consensus was the home page should be a “brochure” site, which would give a brief overview of SOPAG and its work, including the structure of SOPAG and the ACGs and highlights of the major cooperative projects by name only, with links from the brochure site to more detailed pages elsewhere on the site.

Kochi pointed out that designing such a page would be easier if SOPAG had control over the left-hand navigation frame as well as the text. Lawrence agreed that such a change would be reasonable. She also suggested that updating the site would be more efficient if a SOPAG member made the updates directly.

**ACTION:** Hurley will remove the chart of ACG and CIG memberships from the SOPAG web site. Membership information will be updated only on the ACG/CIG web sites.

**ACTION:** Cruse will work with CDL staff to give SOPAG control over the navigation on the site.

**ACTION:** Cruse and Kochi will work together on a draft of a brochure site, with Ryan assisting if needed when she returns from vacation.

**ACTION:** Cruse and Kochi will give Ryan permission to make updates to the SOPAG site and she will manage updating the site if she and they agree that she has the technical skill to do so.

## **2. All Campus Groups--Update**

### **2.1. CDC (Kochi, Hurley)**

CDC was given a new charge after the Scholarly Publishing Summit, to develop scenarios for systemwide negotiations for electronic journals. A subgroup of CDC is working on this charge, with a goal of completing drafts for discussion at the CDC October meeting.

Another CDC subcommittee is discussing co-investment models for shared print, with a goal of developing principles of when it makes sense to jointly fund shared print processing. Since some of the issues on shared print relate to preservation, SOPAG recommended that Cruse be included in the discussions as appropriate.

Cruse announced that the JSTOR shared print archive implementation has identified some titles that are rare and held by only one UC campus. Kushigian will work with CDC to determine whether rare materials are eligible for the shared print JSTOR collection and if so, to develop behaviors for such materials.

**ACTION:** Cruse will contact CDC chair about including her in CDC discussions related to preservation.

### **2.2 SCO (Starr)**

Logistics for making SCO a full-fledged ACG continue. One remaining task is for SCO to create a SCO website that meets the ACG guidelines and to appoint a webmaster to maintain it. SCO will need to think through the content of such a site and its relation to existing SCO web sites.

**ACTION:** Starr will contact Steve Toub with the name of the SCO webmaster, and he will get the new webmaster set up on the site and trained on the procedures.

### **2.3. HOPS (Moody)**

Work continues on the planning for an information literacy workshop. No date has been set yet but will be in 2006.

### **2.4. HOTS (Wittenbach)**

HOTS is working on answering questions from the Bibliographic Services Task Force (BSTF) on workflow. HOTS has also raised a question about the proposal in Electronic Resources Management System Task Force report to acquire such a system and how the timing of such an acquisition relates to the work of the BSTF.

HOTS had requested that Nancy Kushigian become a permanent member of HOTS. SOPAG recommends a liaison relationship instead, putting Kushigian on the HOTS mailing list and inviting her to meetings only when the agenda warrants.

**ACTION:** Wittenbach will ask HOTS to add Kushigian to the mailing list

### **2.5. LPL (Kochi)**

LPL will be meeting in September. The two main agenda items will be discussing the future of the group and naming a new chair. Kochi will try to attend the meeting.

### **2.6. LTAG (Ryan)**

No update

### **2.7. RSC (Starr)**

RSC continues to collect data as requested by SOPAG to inform a decision about whether reserve items should be blocked from Request, and will be drafting a report. Once a decision is made, CDL programming will be required, either to remove the block for items on reserve or to extend the block to checked out reserve items. Cruse clarified that the CDL resource planning group would need to decide when such programming could be scheduled and by whom, based on all of the development requests pending.

The Interlibrary Loan of Media report from RSC was discussed. SOPAG continues to support the lending of media collections when appropriate and would like to follow up on the barriers identified in the report before recommending action. SOPAG understands, as the report highlights, that there are some legitimate and reasonable reasons for not loaning media. We want to recognize which barriers represent these valid reasons and which are subject to improvement and should be addressed.

**ACTION:** Each SOPAG member will discuss with the appropriate resource sharing and/or media staff on each campus, identify the barriers that pertain on that campus, and send a summary to Tanno.

**ACTION:** Tanno will compile the results for the next SOPAG meeting.

### 3. Task Force Reports

#### 3.1 Bibliographic Services Task Force (Ryan)

Ryan passed out a draft of the first section of the BSTF report which the task force is sharing as an interim update to SOPAG. BSTF requests that the draft be posted on the SOPAG website and that SOPAG announce it to both library staff and the ACGs as informational. Staff will have a later opportunity for formal comment once the report is complete. BSTF would welcome suggestions from staff by **8/29/05** of readings missing from the bibliography in Appendix A and for experts we should consider interviewing who are not listed in Appendix B.

SOPAG discussed the HOTS concern about the timing of the ERMS acquisition and the work of BSTF. Consensus is that the two efforts are on parallel timelines and should inform each other, but that delaying the acquisition of a single ERM for the system would only lead to more silos, not less, since the pressure on individual campuses to acquire local systems is very great.

**ACTION:** Hurley will have the interim report posted on the SOPAG web site ASAP.

**ACTION:** Ryan will send the text of the email she will use to announce the BSTF report to UCLA staff, as a model for others.

**ACTION:** Each SOPAG member will send an email to staff at his/her library, encouraging them to become aware of the BSTF effort and to send any input on the questions to John Riemer by August 29<sup>th</sup>.

**ACTION:** Hurley will send a similar message to the ACGs.

#### 3.2 SOPAG Electronic Resource Management System Task Force (Hurley)

SOPAG endorsed the final report of the task force and will submit it to the ULs for a decision. If they approve proceeding, the next step will be formal negotiation, with awarding the contract and beginning implementation to follow if negotiations are successful. SOPAG advised that a reasonable implementation timeline is crucial if this consortial system is to be of use to the campuses, with management of Tier 1 content being the highest priority. If it were technically and logistically feasible, SOPAG also sees a benefit in moving forward with campus instances for Tier 3 content in parallel with the central implementation.

**ACTION:** Hurley will transmit the report to the ULs with SOPAG's recommendation.

#### 3.3 HOPS/Image Service Rollout and Advisory Group (Marilyn)

SOPAG reviewed the ISRAC quarterly report. ISRAC sent a question to SOPAG about adding additional free resources to Insight. Hurley is consulting with CDC and CDL on behalf of SOPAG. Cruse reported that CDL may have input on the

feasibility of some of the ISRAC recommendations which she will share with SOPAG.

**ACTION:** Moody will ask HOPS to respond to the HOPS Actions Requested section of the report asap, without waiting for the next HOPS meeting if possible.

**9. Digital Resources Package for Affiliates (Hurley)**

SOPAG discussed the charge from the ULs to quickly identify a few sample resources that could be used for assessing ballpark costs of extending digital resource access to campus affiliates.

**ACTION:** Moody and Starr will come up with the list of electronic resources requested by Sept 10, consulting with staff at UCSB and UCSD as needed.

**4. Report on CDL Related Items (Cruse)**

SOPAG discussed the latest VDX implementation update and agreed that this topic no longer needs to be a standing agenda item for SOPAG. Cruse asked that SOPAG share any thoughts on what we have learned from the VDX implementation process that could inform future projects.

Cruse passed out a report on the achievements and current status of the metasearch infrastructure project and encouraged SOPAG members to share questions and feedback.

**ACTION:** Cruse will find out when CDL will be ready to work with campuses on implementation.

Cruse reported that the Melvyl team is still working to find a long-term solution to the problem of loading records into Aleph in a timely fashion, will not make firm plans for upgrading to version 16 until that's solved.

**6. Shared Collections--Updates**

**6.1. Investigation of a High Volume Digitization Infrastructure (Hurley)**

The pilot project is moving forward, no report yet.

**6.2. Print Collection Planning: Possible Collaboration with the State Library (Tanno)**

Another meeting is planned for the Fall.