

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

### **SOPAG Meeting, 8/19/98, Action Minutes**

**Present:** Mirsky, Clark, Johns, Heath, Hurley, French, Wilson, Schottlaender

**Absent:** Ritch, Tanno

#### **1. PIR (Bev)**

Northern and southern PIR updates will be scheduled. Tammy Dearie is planning the agenda for the meetings, including a project overview, interface design, system specifications, a possible demo of OCLC Direct and a question and answers sessions. The target attendees for both meetings are the ILL and Circulation managers and Systems staff. Each campus will be allowed to invite 5-6 participants. Attendance will be restricted according to available meeting space. Target date for both meetings is the week of October 12th.

The ULs will discuss a revised version of the PIR Summary Document distributed previously to SOPAG members along with a list of frequently voiced concerns. Bev will attend the upcoming UL meeting. In addition to the northern and southern update meetings, Tammy will visit campuses to resolve campus-specific issues.

Bev also reported that the next SLASIAC Meeting will focus on collection budgets and resource sharing. Bev will attend this meeting and talk about SLASIAC's continued support of resource sharing for print and electronic formats. PIR may be demonstrated.

#### **2. OAC Working Group (Brian)**

Brian contacted the following individuals and they've agreed to serve on the OAC Working Group: Robin Chandler, Jackie Dooley, Bev French, Laine Farley, Mary Heath, and Rick Reinhart. This is a fast-track group, expected to complete their charge by September 30, 1999. A retreat for OAC participants is scheduled for Sept. 17th and 18th. Members of the Working Group will be invited.

Brian also reported that RLG has been working on an EAD product called Archival Resources and has stepped up publicity recently. Memos concerning this project have been sent to DLF members and UC ULs, in addition to email to Heads of Special Collections. Brian had already discussed UC systemwide participation with RLG, rather than individual campus participation. He will arrange a meeting with Linda West, RLG and Richard Lucier. The concensus of the Heads of Special Collections is that a systemwide approach to participation is best.

#### **3. Project Muse (Brian)**

A few campuses received memos along with a CD-Rom. Apparently, the CD-Rom is the first installment of archival content. Bev brought this to the attention of the Joint Steering Committee. The concensus is that we look for a coordinated solution that will serve the group rather than find individual ways to mount the archival content. Perhaps northern and southern solutions would work using the RLFs. The UL's guidance is needed in determining how to proceed with developing digital archive solutions.

#### **4. Cooperative Cataloging (Cynthia, Mary)**

Cynthia highlighted information in a document distributed by email about issues impacting cooperative cataloging. The task group investigating issues strongly favors broadening the TFER recommendations and rewriting them as cataloging guidelines for all campuses to use. SOPAG agrees with this and advises charging a new task force for that purpose including a combination of former TFER members and others with a broader cataloging focus. Besides rewriting the TFER cataloging recommendations, this task force will be charged with writing the guidelines flexibly enough to take into account system capabilities on each campus. In the meantime, input from HOPS and OAC about the TFER recommendations is still being sought, especially concerning display recommendations.

#### **5. Education Advisory Group (Bev)**

John Ober revised the profile for his proposed Education Advisory Group and is now seeking recommendations for members. He is seeking nominations from HOPS as well as SOPAG. Besides librarians, he is looking for members outside the library working in such areas as instructional technology. Bev will forward the list of SOPAG members' recommendations to John.

This group will have a different focus than USG. Membership will include individuals senior enough to do cost-benefit analysis, but also identify and evaluate instructional tools. Although USG may be dissolved, it is possible that a group of 9-10 liaisons who communicate with each other and their respective campuses will be needed.

## **6. Report on the ULs Steering Committee (Phyllis)**

Members include Lan Dyson (UCSC), ULs convener, Gloria Werner (UCLA), Phyllis, SOPAG convener, and Richard Lucier, Steering Committee convener. They met in Oakland and worked on their charge which is to develop an agenda for the ULs for this year. They developed a list of 24 items which will be discussed at the upcoming ULs meeting. Richard expects to ask the ULs to schedule more in-person meetings, and to coordinate the meetings so they are scheduled prior to the SLASIAAC meetings.

## **7. Status of Reconstitution (Phyllis)**

Rosters have been received from HOTS, HOS and CDC. HOPS members are currently discussing their status. HOTS is the first group to send SOPAG their proposed charge. SOPAG members should comment by email. No names from LAUC received, yet.

Reported by: Cynthia Clark

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