Systemwide Operations and Planning Group (SOPAG)

SOPAG Meeting, September 21, 2001, Action Minutes

Present: P.Mirsky (Chair), B. Hurley, C. Howard, C. Johns, J. Kochi, S. Lessick, B. Miller, K. McGirr (Recorder), J. Ober, J. Tanno. **Absent:** A. Bunting, T. Dearie

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

I. Collection Management Initiative:

C. Johns reported on the progress of the Collection Management Initiative. CMI is on track with October 1 still the launch date and end date is September 30, 2002. A total of 298 titles, 16 e-journal providers and over 50 topics are included in the study. The three phases of the project include, Phase 1, consultation and implementation, Phase 2, tracking of use of print journals relocated to storage, print journals remaining on library shelves and use of corresponding electronic journals, and Phase 3, the evaluation phase. During the third phase, beginning July 1, 2002, we will develop long range strategies, university wide policies and plans for managing both print and digital collections. The creation of serial databases showing control and experimental journal titles has been the biggest challenge. Details and updates on the project will be posted on a public website (http://www.ucop.edu/cmi) which is currently under construction. A staff website, http://www.ucop.edu/cmi/staff contains links to the original proposal, operational guidelines, and publicity materials. CMI staff is currently working on methods to record the costs of the project during Phase I and sub-grants to the campuses for their efforts. C.Johns thanked all who have helped, especially the CMI liaisons and the Operations Advisory Committee members for their tremendous effort and contributions to the project.

II. CDL Related Items:

J.Ober shared some general CDL announcements and action items:

- CDL has now moved into its new quarters, bringing the whole CDL staff together for the first time (address and directions are available at <http://www.cdlib.org/about/contact.html>.
- In negotiations for Nature, campus polling indicates it is worth signing a contract now even though it requires sacrificing the principle of perpetual access to digital content. However, archival print copies will be included and the CDL will continue to press Nature on the principle.
- Elsevier renewal negotiations are moving slowly but hopefully will be completed in October.
- An article scheduled for the Fall 2001 Academic Senate's Notice magazine (to faculty systemwide) describes resources CDL provides, the genesis of CDL, and CDL's future goals.
- A discussion about the Digital Library Federation is on the UL's agenda and centers on leveraging the CDL's membership for all campus' benefit. The DLF forum is in mid-November in Pittsburgh, one CDL presenter, on e-scholarship (Candee) and 3-4 reps from CDL and the campuses will be in attendance.

- **Persistent ID Server Requests (PURL Server)** CDL is receiving requests beyond the shared cataloging program functions, for use of the PURL server. CDL has agreed to extend use to the campuses and will develop a base set of policies and procedures for server use. More in-depth policy and practice level issues, including software changes, will need development. SOPAG agreed that it would be appropriate for the CDL Strategic Technology Architecture and Standards Group, HOTS, and LTAG to be asked to advise.

Action Items: SOPAG should provide names for CDL Evaluation Liaisons and Usability Workshop participants by October 1st. Reminder: CDL A&I Transition Steering Committee campus visits can be organized through J. Ober.

Transitions/Melvyl and A&I:
J. Ober reported an A&I update meeting in August concentrated largely on communications issues.

October 1st is the target date to complete negotiations with Ovid for replacements for the CDL-hosted databases COMPENDEX, BIOSIS, INSPEC. The negotiations include Medline for individual campuses at a reduced rate.

The UC version of SFX server (whose service for UC through the CDL is tentatively titled UCLinks) is in test. SFX testing will begin soon on Gale and CSA to work out bugs.

CDL is trying to reschedule the database transition workshop, Teaching for Self-Directed Learners, in December or March. It was suggested that the workshop include two dates in the North, and two dates in the South.

Transition team members from the campuses will conduct initial Melvyl-T usability tests the first week in October. More usability testing will occur after release of the prototype database in November.

All nine campuses have agreed to send snapshots of their data in preparation for the Melvyl transition.

Talking points prepared for the Melvyl catalog and database transition discussion at the COVC meeting will be shared with UL's.

Melvyl-T Policy Issues:

Copy Level Information
The issue of whether to have enough copy level information in the Melvyl records to serve as an "ultimate data backup" has been withdrawn by UCB, which will explore other ways to meet this need. UCB withdrew pursuing this feature when realizing the development of policies and guidelines to provide this function would slow the Melvyl transition process.

Input Standards
Revised record format standards are near completion by Melvyl transition teams and will go to HOTS and LTAG for review. A compliance and implementation plan schedule will then be designed.

Circulation Status for Stored Materials
Local systems records on stored materials at NRLF are being explored to see the viability of using them to enable the display of circulation status from Melvyl-T.

Request, CBS, Desk Top Delivery:

Request CBS
In pursuit of UC-specific functionality for the A&I databases provided by vendors, an issue has been identified revealing that for those vendors using SFX presentation of and links to Request will operate on an item by item level. Melvyl's Request interface, and the implementation of Request for some vendors who are not yet using SFX, allows checking multiple items. The choice becomes whether to enhance functionality (allowing Request of multiple items when possible) or provide consistency (attempting to make all interfaces work similarly with Request). The A&I Transition Steering Committee believes that functionality takes precedent over consistency; RSC will also be consulted and will forward their recommendation to CDL and SOPAG.

The CBS contract with the apparent successful bidder is not signed yet; however UCLA purchasing assures signing by October 1.

CBS implementation will include a timeline of 3 phases for campuses to choose their implementation, Phase 1: Nov/ Dec, Phase 2: Jan /Feb and Phase 3: March/ April. The UL's will be asked their preferences by early October.

Principles guiding the implementation are being formulated and will be shared soon.

An evaluation of CBS staff and user components is being designed (Dearie/Ober).

An evaluation of Special Collections Pilot (Bellanti) is being formulated.

The Request Team feels strongly that the advantages of the Request system once CBS is implemented should be leveraged across all campuses. Due to the substantial changes in store and the related increase in needed communication and coordination, they recommend an assignment of CBS-liaisons and that the Request Team expand to include part-time north and south coordinators for the implementation phase (6-12 month assignment).

Action: J. Ober will ask campuses to identify a CBS implementation liaison (primary contact). SOPAG endorses the creation of north and south coordinators for the CBS implementation phase.

III. All Campus Groups:

Resource Sharing Committee - report back on the review of ILL Loan Periods- After further review, the ILL Group was unable to reach consensus. RSC will review options to recommend how flexibility might be built into the loan period. A separate report will be provided to SOPAG from RSC's discussion. SOPAG suggested RSC entertain the question: If the loan period is changed, will it cause a problem?

Collection Development Committee - Preservation Advisory Group Report-C. Johns reported that the Preservation Advisory Group had made recommendations for three preservation projects for 2001/2002 to CDC. These recommendations were made as a result of an earlier decision to unify preservation funds that had previously been distributed to the campuses. The goal of creating a central fund was to achieve systemwide strategic goals. This report was to alert SOPAG since these recommendations, if approved by CDC, would come to SOPAG and eventually to the UL's. B. Hurley indicated recommendations from the Digital Preservation and Archiving Task Force are about to be published and will include the creation of a digital preservation repository which could also capitalize on systemwide funds. SOPAG agreed to reaffirm with the UL's the centralization of funds concept, including information on what would be done with the money if this model were instituted.

Action: J. Tanno will reaffirm with the University Librarian's Steering Committee their commitment to a systemwide funding approach for preservation. He will also ask if the UL's if they wish SOPAG's advice on alternate ways to use the pooled funds in light of the PAG recommendations.

IV. Planning for 2001-02:
Agenda Setting and Logistics for Joint Meeting with All-Campus Group Chairs (scheduled for 12/7)

SOPAG has invited chairs of the All Campus Groups to meet with SOPAG at its December meeting. All Campus Groups have been asked to develop goals for the future, which are due to SOPAG in October. SOPAG will need time to review the reports from the All Campus Groups and create a framework for the joint discussions in December.

Action: SOPAG will meet at 9:00 a.m. on October 26th, before the joint UL/SOPAG meeting in Riverside, to review submitted objectives and develop the December meeting agenda.

V. Task Force Updates:

The following task forces continue to work:

B. Hurley indicated that the **Digital Preservation and Archiving Committee** would send its final report to SOPAG in October. The report will focus on ensuring the integrity and longevity of UC library created digital materials. The report will be reviewed by SOPAG then distributed to All Campus Groups for a wider review, before the recommendations are finalized. SOPAG advised B. Hurley on different strategies for suggesting funding models in the report recommendations.

Digital Reference - S. Lessick reported that the task force work is on track and they hope to complete draft report by the end of October.

Privacy - P. Mirsky indicated a report is about to be finalized and passed on to SOPAG.

Access Integration - J. Kochi indicated that the committee has completed a draft report, and is working on a final report.

VI.Workshops:
Copyright- Dates are set and attendees have registered for the two October workshops.
VII. SOPAG Chair:
SOPAG members took time to recognize, toast, and thank Phyllis Mirsky for her contributions and leadership as the first SOPAG Chair. John Tanno will be SOPAG's next chair, commencing in October.
VIII. Next Meeting:
October 26, 2001 joint meeting with University Librarians at Riverside.
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