

# 2011-08-12 SOPAG Minutes

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## SOPAG Agenda

Conference Call  
August 12, 2011  
1pm-3pm

**Present:** Lucia Snowhill (SB), Vicki Grahame (I), Emily Lin (M), Luc Declerck (SD), Julia Kochi (SF, note taker), Diane Bisom (R, Chair), Bob Heyer-Gray (LAUC), Felicia Poe (CDL)

**Absent:** Elizabeth Cowell (SC), Susan Parker (LA), Bernie Hurley (B), Gail Yokote (UCD)

**Guest:** Martha Hruska (NGTSMT)

1. Agenda Review/Suggested time allocations

2. Approval of 7/22/2011 Notes

- CDL has taken over the website and posting the minutes until Diane's assistant returns.
- **DECISION:** minutes approved
- **ACTION :**
- Diane will post the minutes. (*Done*)

3. Updated Meeting/Note Taker [Schedule](#)

- 2 dates are still under discussion, but each one will be missing one person.
- SOPAG decided it was more important for all the ACG chairs to be there.
- **DECISION :** F2F meeting with ACG chairs will be Friday, October 14 in Oakland.
- **ACTIONS:**
  - o Diane will notify ACG Chairs, Ginny Steel, Martha Hruska, and Patti Martin (*Done*)
  - o Felicia will start working on facility arrangements.
  - o Diane, Susan, and Felicia will work on building an agenda

4. NGTS -- Martha Hruska

- CoUL Communications
- Update on POTS/SPOTs
  - o Mgmt team has met with all POTs except POT1 which has not yet been finalized. Work plan due Sept. 2.
  - o Talking about being mindful of communication strategies. Emily has been mapping out a plan. Will send out a monthly public update based on reports from POTs.
  - o SPOTs should also report out to Mgmt Team so their progress can be shared more widely. Susan, Diane, and Lucia are working on financial SPOT. Database of Record SPOT is currently on hold.
- **ACTION:** Diane is going draft a statement about status of DoR SPOT for SOPAG review.

5. DLSTF2 Final Report -- Felicia

- Question about if DLSTF2 morphs into POT 1, is that the right sized group, as compared to the three person POT model?
- Would it be useful to also send it to the campuses for response in addition to ACGs and DLSTF2?
- Is CDC working on a digital collection development strategy? Yes, but it's still a work in progress.
- What does SOPAG want the digital collection to look like? Should it be as DLSTF2 recommends – if it's already been digitized include it – or should it be more selective about what to include and then focus on new content.
- Have priorities shifted in new budget climate? Should we look at it more strategically? What do campuses need in order to move forward?
- Key questions: do we do virtual crawl or metadata harvesting? It would be possible to do a demo project with a virtual crawl.
- What is the consortial need for a DAMS? Functional specifications will need to be assessed and developed.
- Does it make sense to treat DLSTF2 as POT+. Have them take into consideration CDL responses.
- In conveyance memo, include a statement about reading the report through the NGTS lens.
- **ACTIONS:**
  - o Diane will send CDL's 2 responses to DLSTF2 chair, Kathleen Cameron. Ask them to review, comment, and/or amend report within 2 weeks. *(Done)*
  - o Felicia will schedule meeting with Bernie, Luc, Diane, and Felicia to determine how to take discussion to the next step. *(In Process)*
  - o Rest of SOPAG re-read the report carefully.

6. SPiPTF Final Report /Response

- **ACTION:** Lucia will distill the recommendations to show which are endorsed and which aren't.

7. Recommendation for UC Melvyl Governance and Operations -- Diane

- What is role of Users Council? Is it communication? How does it relate to HOPS? Should we assess the relationship?
- Confusion about location of ACGs on the diagram. Right now it shows the ACGs report to the Melvyl Advisory Group.
- Does the Melvyl Advisory Group report through SOPAG or to the Strategic Team?
- RLFs should be added to the Melvyl Operations Liaisons
- **ACTIONS:**
  - o Felicia will look into who the CDL liaison should be on the Melvyl Advisory Group. *(Done)*
  - o Diane will talk to Elizabeth about meeting with Ellen Meltzer and Ann Frenkel (HOPS chair) to discuss the relationship of Users Council to HOPS. *(Done)*

- o Diane will edit diagram (*Done*)
  - § Have dotted line between ACGs and Melvyl Advisory Group, and a solid line between ACGs and SOPAG.
  - § Change box so it says Melvyl Advisory Group (ACG chairs).
  - § Put “under review” over Users Council
- o Diane will put revised documents on wiki and will notify SOPAG. (*Done*)

8. Next Meeting: Conference Call -- Friday, August 26, 2011, 1-3pm Note Taker: Lucia Snowhill (UCSB)