

# 2011-09-30 SOPAG Minutes

## SOPAG Conference Call

September 30, 2011

1pm – 3pm

## Meeting and Action Minutes

**Present:** Diane Bisom, Chair (UCR); Bernie Hurley (UCB); Gail Yokote (UCD); Vicki Graham (UCI); Susan Parker (UCLA); Emily Lin (UCM); Luc Declerck (UCSD); Lucia Snowhill (UCSB); Elizabeth Cowell (UCSC); Felicia Poe (CDL); Bob Heyer-Gray, LAUC (UCD)

**Absent:** Julia Kochi (UCSF)

**Guest:** Martha Hruska (NGTSMT)

**Note Taker:** Felicia Poe

1. Agenda Review/Suggested time allocations
2. Approval of 8/26/2011, 9/9/2011 Notes

**DECISION:** 08/26/11 minutes approved

**DECISION:** 09/09/11 minutes – will be posted to Wiki by Elizabeth C.; posted on 10/04/11 after final approval by Bisom / Poe.

**ACTION:** Diane will forward 08/26/2011 minutes to CDL for posting on SOPAG website.

### 3. CoUL Update (Diane Bisom)

- Diane attended 09/28/11 CoUL Steering Committee call.
- Next CoUL conference call scheduled for 10/06/11. Diane will attend for discussion of HathiTrust; Lucia will attend for discussion of Shared Print in Place Task Force Final Report; Susan Parker will attend in place of Gary Strong.
- Ginny Steel has shared with SOPAG a copy of the UCL Systemwide Plan and Priorities, FY 2012-2015. There are two versions: one for internal audience, one for external audience. Ginny will attend the 10/14/11 SOPAG/ACG joint meeting to discuss the documents in detail.
- DLSTF: Diane shared with the Steering Committee the general strategy that SOPAG has developed relative to DLSTF2, including that the CoUL can expect a transmittal memo outlining next steps. CoUL gave tacit approval to direction outlined by Diane.
- The CoUL has approved the “UCL Discovery Systems and Services: Principles and Goals” paper, submitted by SOPAG to the CoUL on May 2, 2011 and revised 07/12/2011.

**ACTION:** Felicia will post the revised version onto the SOPAG website.

### 4. SCP Chinese Cataloger contributed funding approvals - response to Ivy Anderson due 9/30/11.

- Ivy Anderson (CDL) has rec'd approval for Year 5 Funding for SCP Chinese Language Cataloger from all campuses with the exception of UCSF. Approval by UCSF is assumed and will be confirmed upon return of Julia Kochi.

### 5. SOPAG/ACG Chairs Joint Meeting, Friday, October 14, 2011

- Draft agenda being developed by Diane B., Susan P., Gail Y., Felicia P.
- Location: Kaiser Room 612, CDL will provide lunch, Felicia P. will manage logistics.
- Confirmed guest: Ginny Steel (UCSC) will attend the full-day meeting in her capacity as convener of CoUL.
- Overarching theme of meeting: Moving forward as an “integrated whole” the CoUL priorities, as articulated in “UCL Systemwide Plan and Priorities, FY 2012-2015”
- Invited guests: Laine Farley (CDL) will be asked to attend during portion of meeting where Ginny Steel discusses the “UCL Systemwide Plan and Priorities, FY 2012-2015” document; Patti Martin (CDL) will be asked to attend and lead discussion on the Melvyl governance structure.

**ACTION:** Felicia P. will email Laine Farley re attending; copy Diane B.

**ACTION:** Felicia P. will email Patti Martin re attending; copy Diane B.

### 6. NGTS Update (Martha Hruska and Vicki Grahame)

- POTs moving forward with setting up POTS lightning teams; see the NGTS website / blog for further information:  
<http://libraries.universityofcalifornia.edu/sopag/> and <http://ucngts.tumblr.com/>

- Communication update: As of last week, NGTSMT has reviewed the tasks/timelines of all POTs except POT 1. NGTSMT has “greenlighted” several tasks put forth by the POTs and progress is being made. The NGTS blog now has info on tasks/timelines proposed by each of the groups. POTs are now looking to task lightning teams, and an effort is being made not to overburden key individuals. The completion of the POTs proposed tasks and timelines document is an important milestone; next step is to communicate out to appropriate groups. POTs are actively charging lightning teams using template charge document.

**ACTION:** Emily L. will send out a monthly update message to SOPAG, CoUL, and ACG Chairs. In his role as LAUC SOPAG rep, Bob will distribute to LAUC.

#### 7. Melvyl Advisory Structure

- Patti Martin (CDL) will be invited to discuss the Melvyl Advisory Structure at the 10/14/11 SOPAG / ACG joint meeting. In her role as SOPAG representative on the Melvyl Advisory Group (MAG), Felicia will join Patti in leading the discussion.

**ACTION:** Felicia will email Patti Martin re attending, copy Diane B.

- Patti Martin has submitted a formal request (dated 09/30/11) to Diane / SOPAG that two Melvyl features be considered on an expedited basis, despite the lack of a formal charge for the Melvyl Advisory Group. SOPAG discussed how to proceed w/out the MAG having been formally charged; it was decided that Diane will send an email to ACG Chairs informing them that Patti will be contacting them for assistance with decisions pertaining to the two proposed Melvyl features. Additional discussion regarding the need for ACG Chairs, in their MAG role, to draw only upon other ACG members and not create new working groups when working through MAG issues.

**ACTION:** Diane B. will email ACG Chairs plus Felicia Poe (SOPAG rep to MAG) and Patti Martin indicating that despite the lack of a formal charge, Patti Martin has been given the authority to launch the work of the Melvyl Advisory Group.

**ACTION:** Diane B. and Felicia P. will draft the Melvyl Advisory Group charge.

**ACTION:** Diane B. and Felicia P. will draft the Melvyl Operation Liaisons charge.

#### 8. DLSTF2

- Discussion of draft transmittal memo from SOPAG to CoUL regarding acceptance of the DLSTF2 Final Report, last updated 09/28/11. Memo includes “Priority Actions” and “Next Steps” and will also reference NGTS Implementation Concepts, and UC Discovery Systems and Services Principles and Goals. SOPAG discussed the draft memo and requested the following changes be integrated:
  - Next Steps #5 and #6 should be combined.
  - Draft and incorporate language addressing those New Modes recommendations (NM3, NM4, NM5) which have not been fully addressed in the DLSTF2 and SOPAG Priority Actions and Next Steps.

**ACTION:** Felicia will make the above edits, distribute to SOPAG DLSTF2 working group, finalize document.

**ACTION:** Diane will distribute final version to CoUL and Kathleen Cameron.

#### 9. Users Council

- Discussion of draft changes to Users Council charge led by Elizabeth Cowell (SOPAG liaison to HOPS). Primary goal of modification is to formalize and strengthen communication links between HOPS and Users Council. SOPAG requests that Elizabeth investigate one remaining change pertaining to the sentence: “Respond to requests from the groups responsible for design issues to comment on design principles and to test various changes and features across the entire range of CDL services.”
- After the Users Council modifications are complete, SOPAG will request HOPS modify their charge to reflect the formalization of communication links between HOPS and Users Council.

**ACTION:** Elizabeth C. will discuss additional edit with Ellen Meltzer and Ann Frenkel; report back to SOPAG.

**ACTION:** Elizabeth C. will ask Ann Frenkel to suggest modifications to HOPS charge and forward to SOPAG for approval.

#### 9. ACG and CDL Updates

- Time did not permit scheduled discussion.

#### 10. ETDs in eScholarship and Merritt

- Time did not permit scheduled discussion.

11. Next Meeting: SOPAG/ACG Chairs, Oakland, Friday, October 14, 2011, 9:30am-3pm. Note taker: Bob Heyer-Gray (LAUC/UCD)