# 2011-12-02 SOPAG Minutes

SOPAG Action Minutes

Conference Call
December 2, 2011
1pm-3pm

Diane Bisom (Riverside), Chair

Susan Parker (UCLA), Notetaker

Bernie Hurley (Berkeley), Elizabeth Cowell (Santa Cruz), Luc Declerck (San Diego), Vicki Grahame (Irvine), Julia Kochi (San Francisco), Emily Lin (Merced), Felicia Poe (CDL), Lucia Snowhill (Santa Barbara),

Absent: Gail Yokote (Davis)

Guests: Martha Hruska, NGTSMT

1. November 18, 2011 minutes

**ACTION: A**pproved.

2. CoUL Update -- Diane

Distribution of CoUL Systemwide Plan and Priorities, FY 2012-2015 *(draft "distribution" intro sent to CoUL SC 11/14/2011)*. This is now posted to the CoULs' website; CoULs still need to actively distribute it, but we have not been informed as to timing.

The joint CoUL-SOPAG meeting in February is a facilitated retreat. We will meet in Oakland February 15-17, 2012 (this includes a SOPAG F2F meeting).

**ACTION:** In order to help plan our retreat and focus on our work (including the advisory structure, communication plan, and the CoUL's strategic plan), Diane and Susan will set up a call with the consultant facilitator in advance to share SOPAG interests and help identify possible objectives and outcomes for SOPAG in the retreat.

3. NGTS Management Team -- Martha Hruska/Vicki Grahame

Prospective members for POT 1 have been asked to confirm their acceptance by Dec. 9. There will be a conference call in January with the NGTS Management Team to do the formal launch, and begin assembling timelines and task lists. See Final charge & members for POT 1.

4. CDC Digital Collection Development Strategy -- Lucia, Diane

Discussion centered on the relationship between the work of CDC and POT 1. It is important to state clearly in its charge what POT 1 is doing and important to state clearly what CDC is doing.

The charge for POT 1 is to create and describe an infrastructure and staffing needed to carry out digitization projects, and propose a role and functions for a UC digital collection group to support and manage processes related to a UC digital collection. CDC will to identify and document the steps that comprise the process, from identifying items to digitize, arranging for the digitization, and coordination. CDC should create a list or lists that could be used to feed into a workflow. We should ask for expected outcomes in addition to the process itself.

In brief, CDC's role is to create the list; POT 1 is concerned with describing infrastructure. TBD: how to make it happen---for example, send to a POT 1 lightning team to analyze and report out on whether the infrastructure exists to process the items for inclusion in the UC Digital Collection.

**ACTION:**

Lucia and Diane will edit SOPAG's response again and share with SOPAG for comments.

**ACTION:**

SOPAG will need to send the digital development strategy document to CoULs to let them know CDC responded and what SOPAG is doing with it.

**ACTION:**

SOPAG may ask CDC to develop a pilot project including a group of sources that help to create a digitization strategy and document the process of collection decision making in CDC, parallel to CDC's print collection development decision making. The pilot could be a means of building infrastructure. Potential is there to choose formats we already have in digital form or to develop a new, smaller, themed collection.

   -- Digital Collection Development Strategy transmittal document

   -- UC Digital Collection Development Policy October 22 Final document

-- Draft email to CDC (12/2/2011)

5. SPOT Update: Collaborative Financial Infrastructure -- Diane, Lucia, Susan

Brief discussion centered on the diagram offered. The diagram and the accompanying proposal should show decisions about how shared monies are utilized, and how different decisions about individual libraries' shares were made.

Show various funding models and supply examples of the cases where they have been used or are in use, as well as potential uses. Demonstrate and propose a financial governance structure, more than simply describe a collaborative financial infrastructure.

Due to the press of time, fuller discussion of this item will be moved to the next meeting.

**ACTION:**

All are to review the document, the process graphic, and table 1. Fill in any of the fund source decisions and sources in accompanying charts. Are there others we should include? Which columns and categories are useful and which are not?

Next meeting will cover next steps. What do we want to ask CoUL in this document?

   -- Collaborative Financial Infrastructure document (12/1/2011)

   -- Collaborative Financial Infrastructure Table 1 (11/29/2011)

   -- Collaborative Financial Infrastructure Process graphic (11/29/2011)

6. ACG Updates

**ACTION:** Postponed to the next meeting.

7. CDL Update (Poe)

**ACTION:** Postponed to the next meeting. Some recent update items appear in the Agenda document for this meeting and Action Minutes from the previous meeting.

8. Review of Pending Items/Future Agendas

**ACTION:** If any of the items below are more recently updated than shown, please advise.

- HOPS -- ILL Charge/Response (response due September 30, 2011); **Progress Report received October 3, 2011; SOPAG response to HOPs sent 10/31/2011.**
- CDC/GILs -- Gov Docs Charge/Response (Sent to CDC/GIL -- reponse due September 2011) **SOPAG follow-up needed; Lucia will follow-up**
- SPiPTF Final Report/Response -- ACG Responses received: HOTS; CDC; RSC; NGM; SOPAG Recommendations sent to CoUL 8/29/2011 for CoUL 9/8-9/2011 Meeting; CoUL deferred to 10/6/2011 Conference Call; SOPAG Recommendations Accepted by CoUL October 2011; **SOPAG to assign actions to CDC**.
- ACG Reorganization (CoUL Charge to SOPAG) **Pending additional SOPAG discussion/action.**

9. Next Meeting: SOPAG Conference Call, Friday, December 16, 2011, 1-3pm. Note Taker: Vicki Grahame (UCI). Agenda Items will include:

   Library Reprints Service (Heather Christenson/CDL)

   HathiTrust (Patti Martin/CDL)

   WEST holdings and record display (Patti Martin/CDL)

**ACTION/PREPARATION:**

**FOR HATHI DISCUSSION**: Go to Hathi website for review of related materials:

Additional information about the HathiTrust is available at: http://www.hathitrust.org/home and at: http://www.cdlib.org/services/hathi/faq.html

A review of the Constitutional Convention and the outcomes of the ballot initiatives presented and deliberated are available at:

http://www.cdlib.org/cdlinfo/2011/10/17/hathitrust-update-september-2011-%e2%80%93-constitutional-convention-and-much-more/

and the official notes from the Constitutional Convention are at:

http://www.hathitrust.org/documents/HathiTrust-ConCon-Notes.pdf

If there are questions, forward to Patti and copy all on SOPAG list

**FOR WEST DISCUSSION**: UC Libraries, WEST, OCLC and Disclosure Policies

Laine Farley, in her role as PI on WEST, and as a member of the WEST Executive Committee, has asked Patti Martin, in her role as MAG convener, to work with SOPAG to craft a process for a UC-internal review of the disclosure policies currently under review by the WEST Exec

committee. This decision has strategic and operational implications for collections development officers, technical services, library systems offices, public services staff, and WorldCat Local end users.

Because there is no established path for getting WEST/OCLC decisions widely vetted within UC, this is a good use case for both SOPAG and MAG. A possible path forward is for MAG to investigate the relevant operational issues and present a set of recommendations to SOPAG, who will then weigh in on strategic issues. Another possibility is for SOPAG to ask POT 7 to form a Lightning Team to explore the issue, or to assign it to an existing ACG.

Patti Martin will join the SOPAG 12/16/11 call to frame the discussion, describe the problem and related issues, answer SOPAG questions, and clarify timelines.