

2012-07-27 SOPAG Minutes

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SOPAG Conference Call

July 27, 2012, 1pm-3pm

Attending: Elizabeth Cowell (Chair, SC), Felicia Poe (CDL), Julia Kochi (SF), Bernie Hurley (B), Gail Yokote (D), Ann Frenkel (R), Vicki Graham (I), Martha Hruska (SD), Bob Heyer-Grey (LAUC), Emily Lin (M), Gary Johnson (note taker, SB)

Absent: Susan Parker (LA)

1. Agenda Review/Suggested time allocations.

Reminder SOPAG etiquette: these are collegial conference calls; preserve confidentiality; maintain a systemwide focus; prepare in advance for the meetings to make them productive; when sending an email always begin the subject line with SOPAG.

Action: Felicia will create an auto-insert of "SOPAG" to the beginning of the subject line for messages posted to the listserv.

2. Minutes to review/approve: (5 min.)

July 6, 2012 Minutes approved.

3. CoUL Steering Committee Update -- Elizabeth (5 min.)

The agenda is still in formulation.

4. Discussion of LAUC nominees for SOPAG and ACGs (10 minutes)

Discussed the list of candidates selected by the LAUC Executive for consideration to Represent LAUC on SOPAG for a three-year term beginning 2012/2013 through 2015/2016 and CDC, HOTS, and LTAG for two-year terms beginning in 2012/2013 through 2014/2015.

Action: Once we receive feedback, Elizabeth will send recommendations to CoUL for approval.

5. HOTS progress report on SPiPTF Follow-up Actions; Email sent to SOPAG by Vicki Grahame 6/18/12 –Vicki (10 minutes)

HOPS & RSC will be giving an update on SPiP as part of its HOPS / RSC Final Report on ILL Policy & Procedure. CDC has not discussed SPiP. SPiP is a complex issue requiring the expertise and engagement of many stakeholder groups for implementation. We need to assure that there's been proper synthesis through the consultative structure to realize SPiP.

Action: SOPAG to review the original SPiP charge and discuss at a future SOPAG agenda.

Action: Check-in with CDC and request a statement about the sunsetting of SMCG and summarize what was learned.

Action: Develop a small group to discuss SPiP off-line. Vicki, Felicia and Elizabeth volunteered.

6. NGTS MT Martha Hruska (45 min)

- POTs Update.

- POT1: Group is hard at work. Its timeline may be protracted.
- POT7: 1st deliverable, among a forthcoming series of deliverables, was submitted.
- POT2.2 Final Report: Bib record standard final report endorsed by NGTS MT and ready for distribution by ACGs upon SOPAG's acceptance.

Decision: SOPAG accepts POT2.2 Final Report. It was agreed to change the title of the report to UC Bibliographic Standards for Vendor and Cooperative Cataloging.

Action: The NGTS MT will change the title and separate the actual bib standards from the 1st page transmittal message from POT 2. The MT will discuss and confirm that the final version of the standards should be linked from the HOTS website. When the letter goes out to the ACGs, HOTS needs to be informed about its responsibility for maintaining the standards.

Action: Elizabeth will distribute report to ACG chairs as "UC Bibliographic Standards for Vendor and Cooperative Cataloging."

- Strategic Actions and Parameters.

NGTS moving into implementation. As outgrowths from the reports and recommendations from the POTs, six separate projects have been proposed as noted in the 6/26/12 draft, "NGTS Pilot Projects: Expectations and Parameters" document. Does SOPAG think these particular initiatives make sense? If these make sense, do we have the capacity

to work on these projects? Mindful of the resources needed to do any of these initiatives, which are the ones most strategic from the CoUL perspective? We need to consider the SOPAG Financial SPOT for funding models for endorsing any of the projects

Action: SOPAG to review the six projects proposed.

Action: NGTS MT to add to each project which POT contributed to a given project and which standards, if any, applies.

Action: NGTS MT to review the "NGTS Pilot Projects: Expectations and Parameters" document, relate it to the Financial SPOT Document and original POTs and then run it back to SOPAG. To be reviewed at next SOPAG Call on 8/10/12.

7. Advisory Structure Discussions -- ALL (45 min.)

- Draft SOPAG Charge.

Draft SOPAG charge discussed and revisions proposed. The original charge emphasized an "advisory structure" rather than a management structure. "Operations" is in SOPAG's name, so management is inherent. Need to have a well developed charge ready to share with the ACG chairs prior to the joint SOPAG-ACG meeting this fall. Emphasis in the charge should remain on managing shared services. Need to develop a communication and transition plan to move to a new advisory structure.

Action: Gary to send a revised version to be discussed on the next SOPAG call (8/10/12.)

- List of shared services.

List of shared services and their relation to the proposed advisory structure was discussed. Understanding how shared services are organized within the proposed advisory structure will help inform the draft charge.

Action: Emily & Felicia will put forth a model for how groups would be clustered in the new advisory structure. Add to the 8/10/12 SOPAG agenda.