

NGTS Management Team Charge

Members:

Martha Hruska, UCSD (Chair)

Vicki Grahame, UCI (Vice-Chair)

Susan Parker, UCLA

Elizabeth Cowell, UCSC

Emily Lin, UCM (Communications Manager)

Joan Starr, CDL (Project Manager)

Summary and Background:

The NGTS Management Team (NGTSMT) is charged by SOPAG to coordinate the implementation processes associated with the medium- and high-priority [NGTS recommendations selected by CoUL](#). The Team will provide overall management and oversight of the Power of Three groups (POTs) and approve recommendations from the POTs and forward to SOPAG. The Team will establish both overall timelines and timelines for initiating and sequencing individual POT activities and prioritize the work of POT groups in consultation with SOPAG.

Tasks include:

Prepare charges for the POT (Power of Three) groups.

Track, manage, and sequence the individual projects.

Develop a communication plan.

Coordinate the dissemination of communications about the NGTS Implementation and manage ongoing feedback and comment avenues about the process.

Expected Deliverables:

Through the Power of Three (POT) framework, the NGTS Initiative will focus on the projects and infrastructure needed to transform the technical services that support the 21st Century UC Libraries Collection(s):

1. Cooperative Collection Development

Develop a system-wide view of collections that would allow libraries to develop richer collections and to leverage selector expertise. Consider and propose actions that balance increased efficiencies of centralized collection development with more diverse multi-campus collection development.

Transform Collection Development Practices = POT 7

2. Collaborative Technical Services

Develop the standards, policies, and practices (addressing technical issues, human resources, and other factors) that will move UC libraries toward integrated technical services expertise and operations.

Transform Cataloging Practices = POT 2

Maximize effectiveness of Shared Cataloging Program = POT 5

Develop system-wide Collections Services staffing = POT 6

3. Collaborative Digital Initiatives

Develop policies and practices and implement the technology infrastructure to provide for collaborative UC digital services.

Build the system-wide infrastructure for digital collections = POT 1

Accelerate processing of archival and manuscript collections = POT 3

4. Financial and Technical Infrastructure

Develop a fiscal framework for system-wide collaboration. Implement an integrated technical infrastructure to facilitate these collaborations.

Simplify the recharge process = POT 4

SOPAG will coordinate with the CoUL to make progress on the overall financial and information technology infrastructures needed to support system-wide work = SPOT 2 (stable funding models), SPOT 3 (database of record, systemwide ERMS, ILS)

Success will be measured by the reduction of redundant technical services work throughout the UC Libraries and an increase in resources made more quickly and easily discoverable by library users.

The NGTSMT will keep the All-Campus Groups (CDC, LTAG, HOPS, HOTS, RSC) informed of its activity and take direction from SOPAG. The Project Management Work Group (PMWG) will support the NGTSMT and POTs in accomplishing their charges.

Reporting:

- Regular reports on SOPAG agenda.
- Monthly, and as needed, reports on NGTS web site.

Communications:

The NGTS Management Team is responsible for the oversight of internal and external communications on the activities, work, and proposals of the POTs and Lightning Teams.

Decision-making:

Recommendations from the POTs and their Lightning Teams on services to be implemented, staffing models, system-wide policies and standards will be reviewed and approved by NGTSMT. These approved recommendations are then sent to SOPAG for decision and approval. As broad policy issues or issues that are determined to be outside the scope of the POT charge surface, NGTSMT will review and send its recommendation to SOPAG for discussion/resolution/decision and forwarding to the CoUL as needed.

Timeline:

- POT Charges for POTs 2--5, 7 and member slates drafted for SOPAG June 10 meeting.
- SOPAG shares POTs charges and member slates with CoULs.
- SOPAG approves/finalizes POTS members June 20.
- POT 2-7 Charges distributed and members confirmed by June 30.
- POT 2-7 Charges and members announced/communicated by July 15.
- POT 1 Charge drafted pending DLSTF2 review, by July 15?
- POTs 2-7 submit milestone task lists by Aug. 15?
- NGTSMT reviews/approves task lists by Aug. 30?