

To: NGTS Management Team, NGTS POT1 members, Sherri Berger (CDL)
From: Felicia Poe
Date: February 28, 2013
Re: POT1 LT5A Charge

Background

On February 21, 2013, the Council of University Librarians met with SOPAG (including three of the five members of the NGTS Management Team) in Oakland. SOPAG presented to CoUL a progress report on the work of the NGTS POT1 team, whose charge includes the following:

1. Propose a model for a systemwide digital management system (DAMS) that meets the needs of those UC campus libraries that do not yet have one, and
2. Develop requirements for a discovery and display system that can act as the front-end user interface for a UC Libraries Digital Collection.

The impetus behind the timing of the presentation was the release of the NGTS POT1 LT1C final report and recommendations relative to a technical infrastructure for a systemwide DAMS with a discovery and display system. The POT1 LT1C Final Report Appendix F includes a project timeline and cost estimates for human resources, software / hardware acquisition, and file storage.

The focus of the LT1C resource estimates outlined in Appendix F is the project *implementation* phase (approximately 24 months) of the envisioned UC Libraries Digital Collection. The CoUL has requested that POT1 develop annual resource estimates for the ongoing systemwide service necessary to support and grow a UC Libraries Digital Collection after it moves from the *implementation* phase and into the *operational* phase.

Next Steps

The CoUL meet next as a group (via conference call) on March 22, 2013. Background material for items included on the meeting agenda must be available for distribution to the CoUL on Friday, March 15, 2013. NGTSMT requests that POT1 charge a "mini" LT5A to respond directly to the CoUL request for resource estimates relative to the operations of a UC Libraries Digital Collection systemwide service. The work will take place on an expedited basis for inclusion on the March 22nd CoUL agenda; because time is of the essence the established process for charging an NGTS Lightning Team is necessarily fast-tracked. NGTSMT will inform SOPAG of the decision to fast-track LT5A, and Felicia Poe (POT1 convener) will provide NGTSMT and the full POT1 with frequent updates on the team's progress.

LT5A Membership

Eric Milenkiewicz, co-convener (UCR, POT1 member)
Felicia Poe, co-convener (CDL, POT1 member)
Lisa Spagnolo, project analyst (UCD, POT1 member)
Sherri Berger (CDL)
Roger Smith or designated UCSD digital library operations group staff member (consultative role only)