

SOPAG: NGTS Implementation Initiative Framework

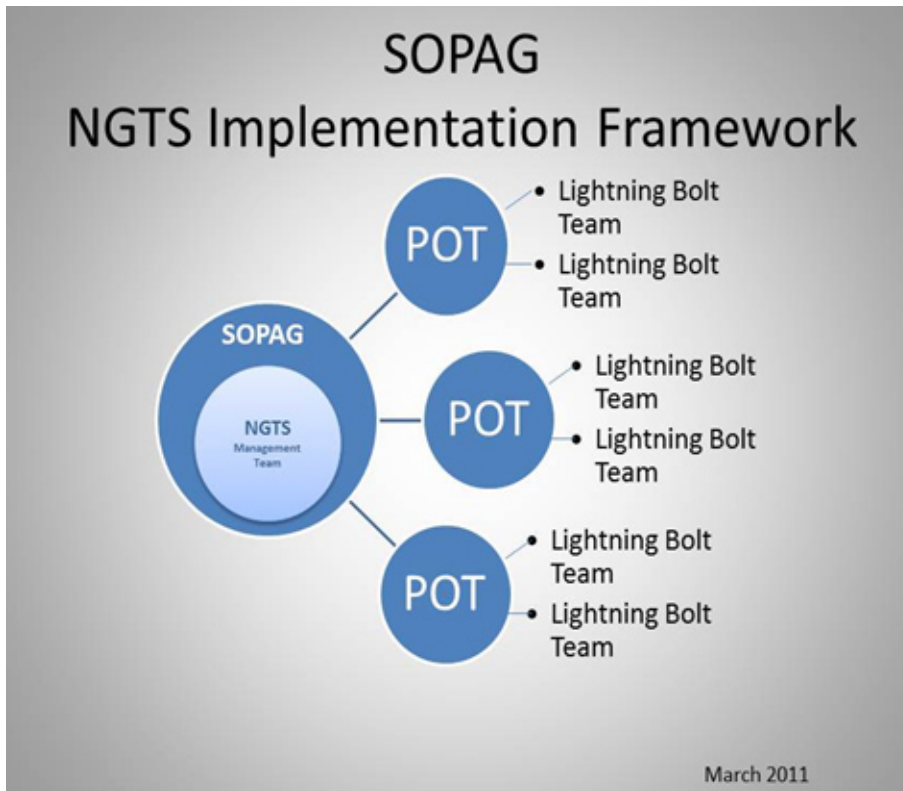
April 21, 2011

The Council of University Librarians (CoUL) has designated SOPAG as the group responsible for managing the overall NGTS transformative processes and ensuring that progress is made on a timely basis.

SOPAG has developed an organizational structure based on the CoUL Strategic Priorities 2011-2014, CoUL priorities for implementing the NGTS Phase 2 Recommendations, and 21st Century Collections documents and has identified the following concepts as central to the NGTS implementation:

- Transformation is an evolving, phased process, with occasional big leaps
- Cost savings and cost avoidance are strategic
- The current focus is on implementation and action vs. more study
- Quick wins early and often are essential
- Continuous vetting happens throughout the process and at all levels (upward, lateral, etc.) to keep all informed and to minimize "surprises"
- Communication plans provide timely and consistent messaging
- Draw members from existing ACGs and other groups, and leverage local experts for system-wide benefit
- Continuously assess, revise, and adjust the NGTS implementation framework

SOPAG, in consultation with ACGs, is in the process of refining the organizational elements, identifying roles for each SOPAG member and working on charges and membership for various groups within the structure.



SOPAG

- Identifies the NGTS Management Team (NGTS MT)
- Identifies the Power of Three (POT) groups
- Prioritizes the work of POT groups in consultation with the NGTS MT
- Establishes both overall timelines and timelines for initiating and sequencing individual POT activities
- SOPAG is assigned F1 and F2 (i.e. funding models) since more strategic thinking is needed before ACGs or POTs become deeply involved
- E1, E2 and E3 (i.e. Cloud-based systemwide ILS, ERMS, and Database of Record) are on SOPAG's Future Discussion agenda

NGTS Management Team

- Coordinates the implementation processes associated with the medium- and high-priority recommendations selected by CoUL
- Includes 2-3 SOPAG members; past-Chair, NGTS Steering Committee; Project Manager; Communications Manager
- Prepares charges for the POT groups
- Sets the calendar for projects and activities
- Coordinates communications, including development of a communication plan
- Provides overall project management for NGTS implementation

Power of Three Groups

- Responsible for implementation of a specific grouping of medium- and high- priority recommendations (from CoUL NGTS Phase 2 Recommendations)
- Includes at least one SOPAG member as a POT sponsor along with two other members drawn from the appropriate ACG(s) or existing task forces or an individual with specifically needed expertise
- Each POT's SOPAG sponsor's job duties include:
 - Communicating to SOPAG
 - Serving as liaison to ACGs
 - Organizing and coordinating (with appropriate ACG) appointments to each POT's lightning bolt teams
 - Ensuring all work is proceeding on time and on budget

Power of Three (POT)	Recommendations*	Members From:
POT 1	NM3: Systematically digitize high use, high priority collections for access NM4: Implement coordinated systemwide solution for digital asset management NM5: Leverage UC3 micro-services across the UC Libraries	DLSTF2,CDL
Pot 2	E5: Implement HOTS Systemwide Shelf-Ready recommendations E6: Implement a "good enough" record standard for all of UC	HOTS
POT 3	NM1: Implement MPLP principles for processing archival and manuscript collections NM2: Streamlined processing with systemwide adoption of Archivists Toolkit	CDC, HOSC
POT 4	F4a: Deposit account system for co-investments F5: Secure website for real-time recharge and invoice data	CDL, HOTS/ACIG
POT 5	E8: Expand and adjust the Shared Cataloging Program	SCP, HOTS
POT 6	E7: Define and implement UC-wide Collection Services Centers E12: System-wide Model for Collection Services Staffing and Expertise	SCP, HOTS
POT 7	E4: Systemwide and multi-campus Collection Development Activities	CDC

*Recommendations are numbered based on the [CoUL NGTS Phase 2 Recommendations](#)

Lightning Bolt Teams

- Created for specific, well-defined tasks, based on information or action needed from the POT
- Anticipated to be short-term or quick turn around
- Composed of appropriate individuals, taking into account UC location/geography (north, south); campus size; decision authority; and expertise
- Limited number of members, actual size and composition determined by the scope of the task