

2013 0906 SAG3 Minutes (Published)

SAG 3 In-Person Meeting

September 6, 2013, UCLA, Charles E. Young Research Library, Presentation Room

Meeting: 10 am-3:00pm (lunch provided)

Chair: Diane Bisom (UCR)

Note Taker: Janet Martorana (UCSB)

Attending: Beth Dupuis (UCB), Myra Appel (UCD), Vicki Grahame (UCI), Emily Lin (UCM), Diane Bisom: Chair, (UCR), Martha Hruska: Coordinating Committee Rep (UCSD), Janet Martorana (UCSB), Marcia Barrett (UCSC), Heather Christenson (CDL), Angela Riggio (LAUC), Leslie Wolf (Portfolio Manager), Judy Consales (UCLA), Jean McKenzie, Collection Licensing Subgroup (CLS) Liaison (UCB)

Attending via conference call: Polina Ilieva (UCSF)

Martha reported on Coordinating committee conf call last week during which they discussed communications strategy, training on wiki on how to edit and post minutes; using Users Council listserv for broad communications

UCL listserv that anyone can join – good vehicle to use for communication; sign up to get notices of minutes.

ULs are in a 2-day meeting, yesterday (9/5) and today

On their agenda includes the following SAG3 topics, which Diane had sent to Lorelei Tanji, the convener of CoUL:

- question regarding engaging a consultant for the shared ILS initiative/investigation
- UC-eCIP program recommendation

Ivy Anderson had sent out a link to information on the Bibliographer Groups. Some of the BibGroup links are dead, although the groups may still be active via their listservs. The status of the Bibliographer Groups is still in transition; discussion will probably move to the Coordinating Committee.

1. Introductions. Goal: building common understanding (15 min)

Round robin self-introductions, while responding to two questions: what are you most proud of, and what's your biggest challenge.

The responses reflected a diversity of projects, responsibilities, and challenges. Several have had significant changes in responsibilities and several libraries are undergoing restructuring. The budget is a big challenge as are staffing reductions.

2. Portfolio: Goal: Decide and commit to scope of active portfolio and major areas of investment for the year

Emily has gone through the list and divided them into categories, then coded them by levels of stages, to assist in SAG's review and prioritization. Those identified as stage 1 (design and planning stage) need attention now. Discussed all number 1 ranked items.

Shared Acquisition category

#12 – DDA task force is reporting to CLS, who will report to SAG3; there will be an assessment piece for this pilot project; updated this item to stage 2

#13 – Shelf Ready Pilot: Keui Chiu (Team Manager) to give report

Cooperative Cataloging category

#18 – Non-print cataloging: figuring out if cost effective processing of sound recording; there will be a report to SAG3; Vicki doing one

#19 – E-resource cataloging

NGTS projects – pilot projects proof of concepts/evaluated by management team; need way to send recommendation up, and then up to ULs to see if they should be implemented or terminated

Need to clarify with these groups that their report goes to SAG3. Right now, reports are up on the NGTS wiki. No one is overseeing the groups at this time. These groups need to know that SAG3 is taking responsibility.

Action: Martha and Vicki to monitor reports and work with the groups as liaison to SAG3 to make sure when the reports are issued, they come to SAG3.

Action: Add item to a future agenda: Highlights of pilot projects brought to SAG3 to familiarize this group with them. Other pilots have been put on hold and need to be looked at with a due date for resolution.

Action: Martha will make sure we all have the address of the NGTS wiki so that we know what groups there are, what they're working on, deadlines for reporting.

Action: All: make sure you can get into the links linked off portfolio that will take us to the NGTS and other relevant sites

Brief discussion regarding sharing information on the Wiki and how to limit access to some but not all. At this time, the SAG3 wiki will be limited to SAG3 members and Jean, as liaison to the CLS.

Action: Check your access. If not accessible, notify Polina. Leslie, as our project manager, is overseeing these three projects.

Preservation of Collections category

Not clear the status of PAG in continuing as a Common Knowledge Group (CKG). Not all of the All Campus Groups are intended to automatically carry over to the new structure and become a CKG; do they fulfill ULs priorities in the new structure and serve a purpose beyond informational forums? Does a project need to be undertaken? Still sorting out which initiatives to pursue, where responsibilities lie, and which will report to SAG3 for action/recommendation/oversight. Old ACG members may not be the most appropriate members for a project group: looking to see who could bring what to the table. Coordinating Committee will send out a message to groups regarding transitional nature of old to new.

Questions:

UC WEST coordinating committee: reports to whom?

SAG3 is to look at how collections are built and managed so members have to be engaged and aware of the issues.

Action: Add to a future SAG3 agenda topic:

#24 Shared Print – and #25 WEST

This section (preservation of collections) can be put on hold but not too long, as PAG will likely be requesting to be a CKG.

Action: Preservation of collections issues put on the SAG3 agenda for November to discuss.

Action: NGTS issues put on SAG3 agenda for discussion in December.

Shared Collection Building category

#3 -Roles & responsibilities of subject specialists/curators. 21st century responsibilities

Report has been issued. CDC responded briefly to report but did not take it further. Recommendations included; some are being implemented, some will take cultural change. To what extent is there capacity for shared bibliographers? SAG3 options: look at the question and organization of bibliographers' groups alongside review of this survey report (in context of) or separately. Report reaffirmed importance of the Bib groups.

Action: Myra send report to SAG3; Myra will be issuing a short addendum to that report; future agenda item.

Action (all): Read the report, review recommendations/options from the report; for discussion.

Action: review the bibliographer groups [<http://libraries.universityofcalifornia.edu/bibliographers>], which still are active, to articulate purpose of the groups. (Licensing decisions, shared collection development, new models of bibliographers, other issues) What is their purpose and how do they serve the advisory structure?

Collaborative digitization, coordination of digitization projects. Information gathering about possible projects originated with CDC; sent to Heather to analyze and look for common themes in order to prioritize; she sent out the September 4 document. Task force group: Martha, Robin Chandler (UCSC), Heather. Came up with a strategy, envisioning projects following three different approaches:

1. Partnership w/digitization entity, e.g., Reveal Digital: cost recovery, free to contributors, then they would sell a product to libraries. Like ProQuest. We have collections, they could digitize, then sell a product. Surveyed CDC what they'd like in a model license.

2. Identify at risk items across campuses; seek a collaborative grant to work on them.
3. Hot topic idea; seek unconventional funding, e.g., food & drink theme

Action: SAG3 endorsed the idea to create a project team to work through this further. Heather and Robin Chandler, Martha, Myra and Emily Lin expressed interest. Look at inventory of collections, list of grants/funding agencies, investment from campuses, what collections need to be included, timelines. Review & assessment will help inform decisions about which collections to digitize and how we go about doing it. Progress report at November meeting of SAG3.

ETDs – would be better to work together when licensing with vendors such as Proquest; using model license. There is a UC-ETD listserv.

Elizabeth Cowell, Ivy Anderson, Emily Stambaugh, Heather and Beth had a conference call earlier this week to discuss possible approaches for developing a shared government document archive. An approach was presented to CoUL, and SAG3 anticipates hearing back re direction from CoUL.

Shared ILS:

Two subgroups have been formed. Leslie will be working on a timeline. Review the charges and see if we can begin to work on aspects before receiving a report from the proposed consultant.

Sub-Group 1: Environmental Scan

Sub-Group 2: Analysis

Action: Vickie volunteered to lead Sub-Group 1; Beth volunteered to chair Sub-Group 2.

There are bulleted points in the charge that these groups can begin to work on prior to a consultant's report. Martha, Vicki, and Emily (NGTS-MT members) to pull together some information to draw on.

Action: The two subgroups should begin work.

#4 - Survey of Special Collection strengths from Heads of Spec Coll which could feed into the digitization group and could lead to a better understanding of UC's special collections strengths. What is the purpose of this inventory? Is there a strategic value for this? Does SAG3 want to articulate a need? HOSC has put a request to become a common knowledge group.

Action: Martha to inquire from Linda Clausson, HOSC, for clarification of the purpose of this - why this inventory? What was behind it? Will move to a lower priority.

University archives/archiving: ensure preservation of UC records. #8

Move to lower priority but continue to monitor.

#9 Efficient processing of archives: guidelines; use of Archivists Toolkit – carry forward from NGTS. Will fall under January's agenda item: review NGTS pilot programs/initiatives.

#16 Resource Liaisons – operational functions; CDL functioning group, valuable to licensing but in our purview.

#15 E-journal value study – send to CLS

#14 Acquisition, licensing, management of e-resources – send to CLS

Action: Jean will make sure these are on CLS' radar.

Shared print and all the players: WEST, JSTOR, HathiTrust. What is their relationship to SAG3? Need close connections; SAG3 needs to be educated on the issues. Read the documents and prepare for discussion. With better understanding and bigger picture, will raise questions and let us know what the important issues are. Invite Emily to the appropriate November meeting. HathiTrust discussion – on back burner until February meeting.

3. Communication and roles:

Communication to our campus library staff

Making sure minutes are tracked and on public website.

Two sets of minutes up on SAG3 webpage now. Will be working to get next minutes up.

Agenda items for discussion during scheduled SAG3 meetings:

September: Bibliographer groups, organization; Myra's report (POT7 report); shared ILS discussion

October: NGTS shelf ready

November: PAG items; Emily Stambaugh on WEST shared print

November: Collection digitization projects

December: NGTS pilots; other projects on hold

January: NGTS review; review portfolio; identify issues left unattended; determine plan of action/priorities

February: HathiTrust education

Heather can be a point person for CDL projects working with various groups/issues/projects

Diane will not be here for the October SAG3 meeting.

Action: Emily will chair for Diane in October meeting

Meeting adjourned at 3:00pm.