

To: Nick Robinson, LAUC President

From: Sue Chesley Perry, Head of UCSC Library Digital Initiatives; LAUC appointee to Strategic Action Group 2 for Access, Discovery & Infrastructure (SAG2)

Re: SAG2 Report, April 14, 2014

SAG2 is charged to make decisions for the University of California Libraries' shared services and collaborative activities in the functional areas of discovery, access, digital assets management, and user experience research and analysis. As part of that charge, SAG2 develops and advises on policy, procedure, and service development within our functional portfolio. We may charge project teams to research or develop new services or improve existing services. We also collaborate and consult with other SAGs on policy, projects, and services crossing SAG functional areas.

All meeting minutes can be found at: <http://libraries.universityofcalifornia.edu/sag2/meetings>

The group meets twice monthly via conference call and has had one face-to-face meeting. We began our work analyzing and prioritizing our portfolio of existing project, operating, and service teams on the "UCL Advisory Structure Services & Projects Master List" so that each SAG2 member could become familiar with the current status and issues. We also reviewed the CoUL Plans and Priorities document to identify new initiatives and other items that may be missing from our portfolio. We've spent these first several months trying to hit the ground running while also defining communication models and our roles in the new UCLAS structure. The group is working with the Coordinating Committee to address models for cross-SAG collaboration and communication, as well as roles of the SAGs in the operating teams. As a LAUC member, I feel that I've been included and stand on equal footing with the campus members. One area that I think LAUC can be helpful to the new structure is in identifying potential members of project teams. These teams often need specific expertise and experience and the campus SAG representatives could use assistance in finding interest and expertise among librarians and staff on their campuses. Soliciting names from LAUC's wide ranging membership could help solve this problem in situations when timing is appropriate. We've discussed this with the Coordinating Committee and have tested it on the solicitation of names for the Shared Metadata Policy project team, which was very successful.

Highlights from our activities this year are:

The group established a selection committee for the digital reference coordinator (a co-funded position) then worked with the committee to hire Antoinette Avila (UCI) in that role. The digital reference operating team is now finalizing revisions to their charge.

Communicated with the UC Libraries Digital Collections (UCLDC) project team on the status of their project. They have completed metadata modeling and finalized membership of a Product

Stakeholders Group. They are now loading content from different campuses into the staging environment and prototyping the public interface.

After feedback from the Courier Management Team, SAG2 worked with UCLA Purchasing to create a formal Request for Proposals (RFP) from interlibrary loan courier service vendors. The group worked with the Coordinating Committee and the Council of University Librarians (CoUL) to get their endorsement on the process. We're now developing a process for reviewing the proposal and project plan for implementation of the new service.

SAG2 recommended adding additional campus representatives to the UC-eLinks operations team, in an effort to expand expertise and input from usability and public service librarians. Bob Heyer-Gray (UCD), SuHui Ho (UCSD), Lisa Mackinder (UCI), Sharon Shafer (UCLA). Sarah Troy (UCSC) has been also been on the operations team as a campus rep and will continue in that role.

CoUL charged us with the development of a shared metadata policy. SAG2 created a charge for a project team to draft the policy and appointed project team members. The LAUC Executive Board was instrumental in recruiting members for the group. Their report is due this summer.

CoUL also charged SAG2 to advance single sign-on for members of the UC Community for e-resources. The group developed a document that framed the issues around authentication for licensed resources that may be used by classes in the UC Online Education initiative. The Coordinating Committee has reviewed that document and has passed it on to the Council of University Librarians for comment.