

## UK LOCKSS Alliance Steering Committee

National Railway Museum, York

21<sup>st</sup> April 2010

Present:

Geoff Gilbert (Chair, University of Birmingham), Tony Kidd (University of Glasgow), Lisa Cardy (London School of Economics), Philip Adams (De Montfort University), Liz Stephenson (University of Edinburgh), Sarah Thompson (University of York), Lorraine Estelle (JISC Collections), Peter Burnhill (EDINA), Adam Rusbridge (EDINA).

These minutes report on the inaugural meeting of the UK LOCKSS Alliance Steering Committee.

- The UK LOCKSS Alliance is a co-operative organization whose goal is to ensure continuing access to scholarly work in ways that are sustainable over the long term. It is intended to support library activity in continuing access and preservation in a way that best meets the overall requirements of members. In order to do so, the UK LOCKSS Alliance will endeavor to be aware of and inclusive of other preservation approaches, and national and international tools and initiatives such as PEPRS and PECAN.
- The UK LOCKSS Alliance Steering Committee is intended to govern the UK LOCKSS Alliance as a library-driven organisation and to lead member activity. Operationally, EDINA's contribution to the UK LOCKSS Alliance is to support and coordinate activity. JISC Collections will provide guidance, advice and support.
- The Steering Committee will meet face-to-face twice per year, nominally in April and October. The National Railway Museum at York is a mutually convenient meeting location. EDINA will pay for venue costs where necessary. Otherwise, Steering Committee meetings will rotate around venues provided by Committee member institutions. The meeting chair will rotate among Steering Committee members.
- The current membership of the UKLA Steering Committee will be listed on the UK LOCKSS Alliance wiki. The Steering Committee has assigned members to lead roles in accordance with the themes outlined in the Terms of Reference, but note that members will support all activities of the Steering Committee. An activity of the Steering Committee is to undertake outreach to recruit more members to subcommittees.
- Steering Committee members will pay for their own travel from institutional discretionary funds. EDINA will pay one-off costs for occasional, invited guests.
- The UK LOCKSS Alliance Wiki (<https://www.wiki.ed.ac.uk/display/UKLOCKSSAlliance>) will be used as a workspace and for recording activity. The <http://edina.ac.uk/lockss> website will be used to disseminate outputs and minutes, and this public facing website will be modified to

include a blog to which the Steering Committee can contribute. New media technologies such as Twitter will be embraced to support dissemination of information.

- A mailing list, [UKLA-Steering@jiscmail.ac.uk](mailto:UKLA-Steering@jiscmail.ac.uk) will be used by the Steering Committee to discuss operational matters. However, most UK LOCKSS Alliance traffic will be circulated on the [LOCKSS@jiscmail.ac.uk](mailto:LOCKSS@jiscmail.ac.uk) list to encourage community participation.
- Minutes will be circulated via the [LOCKSS@jiscmail.ac.uk](mailto:LOCKSS@jiscmail.ac.uk) mailing list, and forwarded to the JISC Journals Working Group to ensure JISC are informed of UKLA activity.
- The UK LOCKSS Alliance Steering Committee will also try to build links and share information with the UK Serials Group (UKSG), Digital Preservation Coalition (DPC) and Research Libraries UK (RLUK).

## Finance and Reporting

- The UK LOCKSS Alliance wishes to secure funding for a further three years to demonstrate national support, long-life and stability.
- As a cooperative initiative to support library activity, EDINA is in discussion with JISC to agree further financial support to allow the UK LOCKSS Alliance to develop as a cooperative library organisation.
- JISC Collections and EDINA are in discussion with JISC to clarify the agreed underwrite for the UK LOCKSS Alliance for the period from August 2008 to July 2010.
- Membership fees will be held at current levels for 2010/11. Nearer the time it will be necessary to reassess fees for 2011/12 onwards. EDINA and JISC Collections will investigate offering discounts to regional consortia groups. As a matter of priority, JISC Collections will send a letter to current members to encourage their continued participation.
- The UK LOCKSS Alliance Steering Committee will write a letter to Sarah Porter or Rachel Bruce at JISC to inform them of activity and to request support (endorsement and financial) as it undertakes its mission to introduce a national cooperative model for facilitating institutional preservation and continuing access.
- The UK LOCKSS Alliance Support Service will revisit service level agreements and assign annual targets for content, support and outreach. Where targets are missed the Steering Committee will review activity to identify the reason.
- To support the above activity, the UKLA Steering Committee will produce and ratify a three-year financial plan during May 2010, for the period from August 2010 to July 2013. While the ultimate responsibility for finance lies with EDINA, the role of the Steering Committee is to make demands of EDINA with regards to institutional engagement and financial support.

- EDINA will investigate the possibility of expanding the UK LOCKSS Alliance model to include European markets; for example, to connect with the Knowledge Exchange. As a member of Knowledge Exchange, Peter Burnhill will lead this activity.

## Promotion and Outreach

- One of LOCKSS' unique selling points is that it can support the UK library community in ensuring the preservation of journal titles from smaller publishers. As some smaller publishers don't have preservation knowledge and sufficient resource, ensuring and undertaking their preservation is a strong reassurance to libraries.
- We believe the UK LOCKSS Alliance is unique as one of the few organisations aimed at UK HE library practitioners looking at the preservation of e-journals with a sufficient degree of involvement. The Steering Committee will investigate how the UK LOCKSS Alliance can utilize emerging tools such as PEPRS to assist with the identification of key titles and gaps in preservation coverage.
- The Steering Committee aims to collect testimonials from existing participants that accurately describe the time and resources required for participation in LOCKSS. In addition, this will report on the % of cost of participation in LOCKSS vs. % of institutional e-journal expenditure, and the % of collections in LOCKSS vs. % of total institutional collections. The London School of Economics are making preliminary investigations into the possibility of writing a paper describing their own institutional approach and activity to be published in appropriate publications, for example: for Serials / the UKSG e-resources handbook.
- The UK LOCKSS Alliance Support Service will survey members and non-members to assess the usage and perception of LOCKSS within institutions.
- Using the above testimonials, the UK LOCKSS Alliance Steering Committee will produce an outreach strategy directed at senior librarians and decision makers (who can then discuss the value of approaches with mid-range librarians).
- The cooperative aspect of the UK LOCKSS Alliance should be encouraged. The UK LOCKSS Alliance Steering Committee is structured with four overall themes, and the Steering Committee will encourage participation from the wider community as supporting members for each of these themes.
- To support inter-library activity the UK LOCKSS Alliance Support Service will create a 'member directory' on the LOCKSS wiki, listing contact details and roles of colleagues at other institutions.
- The Steering Committee will investigate how the UK LOCKSS Alliance can be more effective at the regional level, such as by reaching into CILIP meetings to raise awareness at low- to mid-range levels. It may also prove useful to work with the Digital Preservation Coalition.

- A news piece to promote the UK LOCKSS Alliance will be submitted to UKSG Serials e-News.
- The UK LOCKSS Alliance Steering Committee will jointly propose a breakout session for the UKSG Conference 2011, focusing on the economics of preservation and the responsibilities of librarians on continuing access to e-journals, and how the UK LOCKSS Alliance can support activity.

## Collection Development

- The UK LOCKSS Alliance supports libraries in developing mature collection development policies and ensuring that all scholarly content of interest is stable and preserved. The policy of the UK LOCKSS Alliance is to focus on content that is of local interest, and that has not been sufficiently cared for elsewhere.
- For example, the UK LOCKSS Alliance may choose not to negotiate content from publishers already being archived elsewhere for inclusion in LOCKSS, assuming those other archives are considered sufficiently stable.
- In support of the above points, the UK LOCKSS Alliance Support Service will investigate and develop an institutional risk register, to help libraries develop local collection policies, to share policies with the wider community and to identify content of interest and for negotiation. The UK LOCKSS Alliance Steering Committee will review and endorse this. The goal is to produce something that is useful at the institutional level, and that focuses on helping librarians understand what they care about and identify what they want to see in preservation initiatives.
- UK LOCKSS Alliance members should be consulted to identify smaller titles of interest, e.g. via a survey. In the first instance, this consultation process will consider the delimited set of NESLi2-SMP publishers. Following consultation, JISC Collections will undertake negotiations with NESLi2-SMP publishers.
- More generally, the UK LOCKSS Alliance Steering Committee will look at building relationships with other trade associations, such as the Guild of Independent Publishers, and ALPS.
- UK LOCKSS Alliance members should engage with the MetaArchive and other Private LOCKSS Networks (PLNs) to understand how PLNs have been used elsewhere, and to see what might work for the UK. Based on interest, the UK LOCKSS Alliance Support Service will gather feedback on institutional collections of interest, e.g. e-theses, and consider whether LOCKSS can be used as backup to an Institutional Repository.

## Technical Development and Operation

- All Steering Committee members recognized the integration of LOCKSS with link resolver systems as a short-term development priority. The Stanford-based LOCKSS development team have now dedicated resources to implement this and a development

plan and timeframe will be distributed to UK LOCKSS Alliance members when available.

- UK LOCKSS Alliance members will be approached to test the link resolver integration process.
- At the next Steering Committee meeting we will review strategies to ensure the UK LOCKSS Alliance is meeting appropriate service levels. This will help set reasonable expectations when encouraging participation, and would cover (for example) the availability of documentation, access to the development roadmap, and helpdesk statistics such as usage and response rates.
- Green ICT is becoming more of a social concern. The UK LOCKSS Alliance Steering Committee will discuss with the LOCKSS development team the implications and compromises to consider between wattage vs. resilience.
- EDINA will consider if and how the use of the national data centres at EDINA and Mimas as LOCKSS nodes could provide increased national support and stability to the UK LOCKSS Alliance members. The JISC-funded PECAN project is noted as a potentially useful initiative.
- The LOCKSS development team have announced they are moving away from the release of platform CDs and towards a Linux-based environment (where LOCKSS is made available only as a daemon to run under a locally maintained Linux instance). The UK LOCKSS Alliance Support Service will work with the US team to update UK LOCKSS Alliance members about this strategy.