

## **UK LOCKSS Alliance Steering Committee**

### **National Science Learning Centre, York**

**2<sup>nd</sup> November 2010**

#### **1. PURPOSE**

With funding support from JISC in place, the objective of this meeting is to review the strategy for the community development and promotion of the UK LOCKSS Alliance.

#### **2. SCHEDULE OF DAY**

- 10:30 - 11:00 :: Arrival and Coffee
- 11:00 - 13:00 :: Session 1
- 13:00 - 14:00 :: Lunch
- 14:00 - 16:00 :: Session 2

#### **3. PARTICIPANTS**

- Chair: Lisa Cardy
  
- Tony Kidd, Glasgow University (*Finance and Reporting*)
- Geoff Gilbert, University of Birmingham (*Collection Development*)
- Lisa Cardy, London School of Economics (*Outreach and Marketing*)
- Phil Adams, De Montfort University (*Technical Development and Support*)
- Liz Stephenson, Edinburgh University (*Role TBC*)
  
- Secretary to the Committee: Adam Rusbridge, EDINA
- UK LOCKSS Alliance / EDINA Representative: Peter Burnhill, EDINA
  
- [*Apologies*] JISC Collections Representative: Lorraine Estelle, JISC Collections

#### **4. VENUE**

The venue for this meeting is the National Science Learning Centre, on campus at the University of York.

Directions to the venue can be found at:

<https://www.sciencelearningcentres.org.uk/centres/national/finding-us>

A bus service runs from the station to the university approx every 10 minutes (FTR: No 4). Fare to the National Science Learning Centre is £3.00 return/£2.00 single. The scheduled journey time from the railway station to Heslington is 20 minutes.

## **5. AGENDA ITEMS (Draft)**

### **Session 1: AM**

#### **1) Project Management and Reporting**

- a) Review of Steering Committee Structure and Participants
  - i) Mode of meeting: two face-to-face meetings
  - ii) Date of next meeting: April 2011

#### **2) Finance and Reporting**

- a) Report and update from UK LOCKSS Alliance Support Service
  - i) Funding, staffing and membership
- b) Review of strategic plan for 2010/11 (including the set of activities to be undertaken and a schedule of operation)

#### **3) Institutional, National and International Policy**

- a) Review of UK LOCKSS Alliance goals and objectives
- b) Communication and interactions with external bodies (e.g. JISC Collections, RLUK, funding councils).
  - i) Parallel Session at RLUK conference
  - ii) Alliance Membership in Digital Preservation Coalition

### **Session 2: PM**

#### **4) Promotion and Outreach**

- a) Recap of recent testimonials, news outputs and workshop engagements
- b) Programme of written communications, virtual meetings, and regional workshops.
  - i) Parallel Session at UKSG
  - ii) Webinar on Link-Resolver Access
  - iii) Brainstorming of how to support community needs (e.g. Blog posts?).

#### **5) Technical Infrastructure, Operation and Access**

- a) UKLA Support Service update on technical developments
  - i) Access to Content (via link resolvers)
  - ii) Publisher Progress
- b) Service levels for the UK LOCKSS Alliance (models of assessment)
  - i) The objective is to 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.

## **6) Collection Development and Management**

- a) Strategy for UK content development
  - i) Development of a Risk Register to assist with identification of titles
  - ii) Community engagement for collection development (identification and negotiation of titles)
  - iii) Role of PEPRS
- b) Role and content of UK Private LOCKSS Networks
  - i) How to identify possible collections of interest to the UK
  - ii) Communication with other PLNs
- c) Application of the UK LOCKSS Alliance approach for other forms of content, such as learning and teaching objects or institutional repositories.