

## UK LOCKSS Alliance Steering Committee

National Science Learning Centre, York

2<sup>nd</sup> November 2010

### *Meeting Minutes*

Present:

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

#### **Organisational Matters**

- Minutes from the Steering Committee meeting in April 2010 were reviewed. It was requested that actions be clearly identified and assigned to an individual, and that actions from the last meeting would be summarised and circulated to members in advance of the next meeting.
- To clarify the role of 'Finance and Reporting', the intention is (1) to define what EDINA should report to the Steering Committee in terms of the UKLA financing, and (2) to understand how the UKLA, in keeping with its mission, can be a self-financing, sustainable organisation (that has some independence from EDINA).
- Liz Stevenson has been assigned the role of monitoring activity surrounded with the 'policy' work package in the UK LOCKSS Alliance Community Development Activities project plan.
- Members agree to continue their roles on the committee for the remainder of the 2010/11 academic year.
- [**Action on AR**] To ensure JISC Collections attendance at future meetings, and to reduce the pressure on particular individuals, AR will ask JISC Collections to nominate a representative – with this person delegated by Lorraine Estelle.
- Two face-to-face meetings per year were agreed as reasonable. The next meeting will be held in late April/May 2011.

#### **Finance and Reporting**

- AR highlighted recent activity from the UKLA. The UKLA now has 19 institutions in total (Salford and Royal Holloway are new, and Leicester left). JISC have approved funding for the UKLA Community Development Activities for three years, although this is subject to HEFCE funding. As agreed at the last meeting, in July 2010 JISC

Collections sent a letter to UK HE institutions notifying them that fees were to be maintained at 2009/10 levels. A project plan has been submitted to the JISC for the UKLA Community Development Activities, but this is yet to be made available for public consumption. Neil Mayo is now at EDINA, as a replacement for Dimitrios Sferapoulis, and is working on user support and system and content development.

- **[Action on AR]** AR is to send LC names of the institutions that join and leave; and LC is to develop an entry and exit interview strategy to gather information on decision-making. LC will at least define the strategy; if appropriate, the EDINA helpdesk will undertake the actual interview.
- **[Action on AR]** The Irish library consortium IReL were in discussion with the UK LOCKSS Alliance over the summer regarding participation in the UKLA. AR is to follow up with IReL to understand current status.
- **[Action on AR]** There followed a short discussion on the coverage of content in LOCKSS and the availability of volume-level information. On behalf of the steering committee, AR is to make a recommendation to LOCKSS that increased depth of coverage is needed, so that title ranges cover complete runs where possible, and not just one or two volumes.
- **[Action on AR]** AR is to investigate with the Stanford team the availability of up-to-date LOCKSS user manuals, and in particular, a 'Quick Start' guide.
- **[Action on AR]** AR is to redevelop the UKLA website, moving to the 'lockssalliance.ac.uk' domain and making appropriate information more available (on strategy and on support documentation).

## Institutional, National and International Policy

- There was a short discussion of the forthcoming RLUK parallel session on 'ensuring continuing access to scholarly material', where both PB and AR will present. It was noted that SCONUL representatives will be at the meeting. GG will be chair of the session. PB highlights that it will be important to get discussion and awareness of licensing / preservation issues at Senior Management level – i.e. UUK.
- **[Action on GG]** GG is to report back from the RLUK session. The idea is to consider possible ways of improving advocacy of preservation issues in the UK, and of improving engagement of UKLA with RLUK – for example, possibly with the introduction of an RLUK / SCONUL policy group.
- **[Action on AR]** AR is to create a LOCKSS-branded PowerPoint template for shared use.
- The UKLA Community Development Activities project plan contains a strategy, tasks and set of deliverables for work packages that roughly correspond to the roles assigned to Steering Committee members.

- **[Action on All Members]** All members are asked to review the relevant work packages of the UKLA Community Development activities project plan, commenting on the strategy, proposing targets and dates for each activity, and ratifying the final version.
- It was noted that both GG and LS have good links with Mike Mertons of RLUK.
- GG notes that there is an advocacy role in the UK that is not being fulfilled right now. There's lots of promotion and discussion surrounding Open Access, but it seems there is less discussion surrounding archiving and preservation.
- **[Action on AR]** The UKLA committee voted unanimously to join the DPC as Associate Members for 2010/11. It is likely that this will continue into 2011/12, with both years being financed from the UKLA Community Development Activities budget. After this, a decision about continued participation will be made, with participation being financed through core 'service' funds. AR will take this forward.

## Promotion and Outreach

- LC reported that testimonials were collected into a promotional piece, and distributed on the LIS-NESLi2-REPS list. Following a proposal in June, LSE have been accepted to host a parallel session on their journal archiving strategy / participation in UKLA for the 2011 UKSG conference.
- **[Action on PA]** PA reported that he had held two small sessions on UKLA for DMU library staff. PB will circulate a Slideshare link to the learning materials.
- We discussed the need to provide sufficient support to the UK library community with their LOCKSS box, and the need to improve visibility of ongoing activity within the UK LOCKSS Alliance.
- **[Action on LC]** LC is to consider a survey of current members to assess who is at what stage with their institutional approach to LOCKSS and journal archiving. This will help identify the training events that people want, and whether it would be appropriate to hold 'regional workshops' to demonstrate and discuss aspects of LOCKSS. It was suggested that this might help identify the 'community leaders' in technical development and organisation, who might be willing to contribute to and lead these training sessions.
- PB notes that there might exist infrastructure we can use to share information on LOCKSS, for example the DCC web forum. Regarding visibility, PB suggests we use the global LOCKSS list to highlight activity in the UK (such as RLUK, UKSG, and JISC funding) in order to build relationships with new groups.

## Technical Infrastructure, Operation and Access

- **[Action on AR]** On behalf of the Steering Committee, AR is to request a general development roadmap for 2011 from Stanford. It would be useful if this roadmap

covered not only the forthcoming functionality, but also the plans for content (although the committee understands there are factors outside the control of the LOCKSS team surrounding the latter).

- **[Action on AR]** AR will work to develop a straightforward way of testing, conclusively, that content is being served correctly by a LOCKSS box.
- **[Action on AR]** AR will oversee the transition of UK machines to a Linux environment, with an outline of the approach being circulated in the next two weeks.

## Collection Development and Management

- PB took the opportunity to highlight PEPRS and how it might support the UK LOCKSS Alliance with collection development activity. The UKLA should be a test community for PEPRS.
- **[Action on AR]** AR is to share access to the PEPRS demo with committee members.
- GG points out that it would be useful to extract from PEPRS the set of publishers who are not participating in any initiative, and to then apply UKLA collection development rules to that set in order to understand priorities.
- In order to encourage involvement and understand community priorities, TK suggests we generate a shortlist using PEPRS as described above, then have a community vote to identify titles of priority.
- More generally, there is a need to clarify and understand who is responsible for undertaking negotiations and the resource available.
- **[Action on AR]** TK mentioned the announcement regarding the DOAJ titles entering an agreement to be preserved in the KB e-Depot. AR suggested that some analysis of the completeness would be useful.
- The UKLA Community Development Activities calls for analysis of a UK-based PLN. This analysis will be taken throughout the remainder of the 2010/11 AY. Regarding content, GG suggests we first need to identify communities and content of interest, and then to understand the associated digitisation and licensing issues, and then to understand possible models that could be developed.
- **[Action on GG]** In order to identify content of interest, we discussed asking the community for 'proposals'. GG is going to develop an outline for a project proposal call for PLNs. It was suggested that there might be a need for a town meeting to discuss.
- PB stated that we need to set boundaries for a proof of concept PLN, suggesting 3/5 institutions in the first instance and with content not limited to e-journals. Our role over the coming academic year is to assess what's possible under a project structure.

- In thinking about project proposals, we need to make available possible use cases for a PLN. One such use case is that it is not about access, rather, LOCKSS is a dark archive 'of last resort'. If and when the content is needed, the content should be retrieved from the LOCKSS network. At that point, external to LOCKSS, access management issues can be considered.
- **[Action on AR]** AR to seek and share the outcomes / reports from the recent PLN workshop held in Boston, USA.
- **[Action on LC]** In thinking about what collections might be suitable, LC is to assess LSE collections with Institutional Repository managers. This will happen in advance of the UKSG parallel session, in order that the outcome can be discussed at that meeting.