

UK LOCKSS Alliance Steering Committee

**Allport Room, National Railway Museum
10th November 2011**

Purpose

In light of the recent service review and with funding support from JISC secured until 2013, the objective of this meeting is to review the strategy for community development, for system and content development, and for general promotion of the UK LOCKSS Alliance.

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

Participants

- Lisa Cardy, London School of Economics
- Tony Kidd, Glasgow University
- Phil Adams, De Montfort University
- Geoff Gilbert, University of Birmingham

- JISC Collections: Lorraine Estelle, JISC Collections
- Secretary to the Committee: Adam Rusbridge, EDINA
- UK LOCKSS Alliance / EDINA Representative: Peter Burnhill, EDINA

- *[Apologies]* Liz Stephenson, Edinburgh University

Draft Agenda items

Session 1: AM

1) Review of Steering Committee Structure and Participants

2) Finance and Reporting

- a) Report and update from UK LOCKSS Alliance Support Service: Funding, staffing and membership

3) Institutional, National and International Policy

- a) UKLA Service Review: Recommendations and Next Steps.
- b) Reporting on JARVIG
- c) Review of UK LOCKSS Alliance goals and objectives
 - i) Recording and reporting progress

Session 2: PM

4) Promotion and Outreach

- a) EDINA/Stanford Communications and Reporting
- b) Programme of virtual meetings and regional workshops
 - i) Face to face and webinars
 - ii) Promotional webinar/video
 - iii) 'Community support' meetings

5) Technical Infrastructure, Operation and Access

- a) Access to Content via link resolvers
- b) User Interface developments
- c) Access to development roadmap
- d) Availability of documentation: Quick Start guide, blog posts
- e) Clarity in roles and responsibilities, and expectations around 'participation'.

6) Collection Development and Management

- a) Role and content of UK Private LOCKSS Networks
 - i) PLN Survey: Status Report
 - ii) Communication with other PLNs
- b) Strategy for UK content development
 - i) Use of the Keepers Registry
 - ii) Community engagement for collection development (identification and negotiation of titles). Development of a Risk Register to assist with identification of titles.