UC Office of the President

Works from UC Libraries SILS Project

Title

Phase 4 RLF Configuration Task Force (RCTF) charge

Permalink

https://escholarship.org/uc/item/9qr929qt

Author

UC Libraries

Publication Date

2020

RLF Configuration Task Force (RCTF) charge

To investigate how to configure RLF materials in the upcoming SILS, an RLF Configuration Task Force (RCTF) has been charged by the SILS Working Group to carry out an analysis and make recommendations to the SILS Working Group.

<u>Charge</u>

The RCTF will:

1. Broadly investigate how RLF collection records are managed in the upcoming SILS environment:
    a. Keeping in mind these three possible approaches:
        i. Bibs, HLDG and item records are managed in the host campus Institution Zone (IZ)
        ii. Bib, HLDG and item records are managed in an RLF-only IZ
        iii. Bib, HLDG and item records are managed in the IZ of the original depositing library
    b. And keeping in mind key elements of RLF context:
        i. Single copy policy
        ii. Persistence Policy
        iii. New inventory management system being implemented Fall of 2020
2. Conduct informal interviews with like consortia using Alma and an off site facility with deposits from multiple members that circulate to all members
3. Create a series of questions for campuses re: their expectations for RLF functionality in a SILS in areas including statistics, discovery, holdings maintenance, ease of duplicate checking, resource sharing, etc
4. In consultation with stakeholders, understand work required to support the different approaches
5. Guided by interview results, timelines and survey results, and informed by overall SILS implementation discussions, issue a recommendation for RLF configuration which may be phased.
6. Make a recommendation to the SILS WG regarding how to manage campus records that duplicate RLF records
7. Determine any other RLF-related issues that need to be discussed and determined related to RLF records in a SILS environment, including but not limited to:
    a. Holdings statements consolidation
    b. Who is responsible for low level records? Or general record upgrading?
    c. What decisions need to be made now to support a more efficient and streamlined RLF implementation?
    d. Statistics

<u>Deliverable</u>

● Final report and recommendations, to be completed by the end of phase 4

<u>Functional expertise needed for members</u>

- RLF management
- Cataloging
- Access Services
- Information Technology
- Operations

Other membership considerations

- Multiple staff from Alma campuses
- Depositors from non -host campus
- Northern and Southern coverage

Members and expertise

- Cathy Martyniak (SRLF, RLF operations, Co-Chair)
- Lynne Grigsby (UCB, Information technology, Co-Chair)
- Sarah Koller (Davis, Operations, Alma)
- Linda Michelle Weinberger (Irvine, Fulfillment and Discovery, Alma)
- Anna Striker (CDL, Shared Print)
- David Eifler (Berkeley, Public Services and Curatorial perspective)
- Hermine Vermeij (UCLA, Resource Management)

Timeline and commitment

- Commence work in January 2020
- Complete work by the Fall of 2021
- Bi-weekly meetings
- Average weekly time commitment of 2 to 3 hours for members (more for co-chairs)

Reporting line and communication

- Reports to the SILS WG
- Consults with RLF staff and leadership; the Shared Library Facilities Board (SLFB); Campuses and CDL (Implementation Coordinators) as necessary; Ex Libris via the SILS Product Manager
- Communication technology: SLACK, Confluence, Google Drive