

Scholarly Publishing Office Goals September, 2006- August, 2007

The work of this year will balance continuing to catch-up on publications that were held in abeyance during the long system migration to DLXS 12, making progress on new publications, and improving the design and functionality of all SPO publications. We also continue to work on improving methods for data conversion and management and to scale up our growing Print On Demand program. As always, we continue to balance the development requirements of our paying clients with our need to support campus publishing activity. Our maturing partnership with the UM Press is also a major area of focus, requiring both planning and technical development throughout the year. Finally, we are ever-mindful of the need to turn outward and promote our services, our content, and our mission. Overall, SPO is at a juncture where it needs both to consolidate its previous successes and to create strategies for remaining flexible and able to respond quickly to the emerging electronic publishing environment.

What follows are specific goals, organized by area of work.

ACLS

Backlist

- Maintain backlist production schedule, releasing approximately 250 books in two rounds (September, January)
 Responsibility: *TG*
 Timeline: Ongoing
 Milestones: 5a release, 9/15; 5b release 1/15
- Establish backlist XML workflow
 Responsibility: *TG*
 Timeline: 1 – 2 weeks (November)
 Milestones:
- Develop plan for level-4 encoded backlist titles with page scans (XML backlist)
 Responsibility: *TG; JM*
 Timeline: 12/15/06
 Milestones:
- Resolve cradle scan image resolution problems (for future work)
 Responsibility: *TG*
 Timeline: 2 – 4 weeks
 Milestones: Looking for notable improvement in 5b work
- Improve QC process for backlist titles
 Responsibility: *TG*
 Timeline: 1 – 2 weeks
 Milestones:
- Investigate and possibly implement PPP reloads
 Responsibility: *TG*

Timeline: investigate: 1 week implement: 2 – 4 weeks, depending on what's involved
Milestones:

Frontlist

- Assess and implement front-list development requests
Responsibility: *JM; MB*
Timeline: Ongoing
Milestones:
- Specifically, complete Miller development: image map and multi-page manuscript scans
Responsibility: *JM*
Timeline: First quarter fy07
Milestones: done

General

- Investigate AHA access requests
Responsibility: *JM; MB*
Timeline: 1/15/07
Milestones:
- Finalize all documentation
Responsibility: *TG; JM*
Timeline: 2 – 3 weeks
Milestones: 1/31/07
- Debug browse page display problems
Responsibility: *JM*
Timeline: 11/07/06
Milestones:
- Re-establish proofing on ferment instead of dlps8
Responsibility: *TG*
Timeline: 1 week (December, or whenever we're close to Linda's proofing)
Milestones:

LLMC

- Support for items in more than one collection
Responsibility: *JM*
Timeline: 12/01/06
Milestones:
- Add two new collections
Responsibility: *JM*
Timeline: 12/21/06
Milestones:

- Develop citation searcher
 Responsibility: *JM; MB*
 Timeline: 3/1/07
 Milestones:
- Redesign update process
 Responsibility: *JM*
 Timeline: 12/1/06
 Milestones:
 - Migrate update processes to dlps11/12 by 11/6/06
 - Design support for items in more than one collection by 11/13/06
 - Re-code update scripts by 11/30/06
 - Complete redesign of update process by 12/1/06
- Possibly incorporate continuous tone images
 Responsibility: *TG; JM*
 Timeline: 3 – 4 weeks (05/07?)
 Milestones:
- Train back-up for data management (Rashmi)
 Responsibility: *TG*
 Timeline: 1 – 2 weeks (November; DSS needs to install FileMaker 6.0 first)
 Milestones:
- Finish documenting processes
 Responsibility: *TG; JM*
 Timeline: 2 – 3 weeks
 Milestones:
- Improve process/work-flow for re-dos
 Responsibility: *TG; JM*
 Timeline: 1 – 2 weeks, by 4/1/07
 Milestones:

Serial publications

General system-wide improvements:

- Continued work on conversion and mark-up methods and tools
 Responsibility: *KH; MM*
 Timeline: By summer 2007, though possibly tied to decisions about DLXS development
 Milestones:
 - Introducing timestamp check into makepub.sh in late 2006
 - Preparation of new conversion system for alpha testing by summer 2007
- Improve browse pages (issue browse/perhaps TOC view):
 Responsibility:
 Specifications: *KH; SK*
 Implementation:

- Timeline:
 - Milestones: SK will work on mock-ups, 4/07
- Implement RSS feeds
 - Responsibility:
 - Specifications/research: *KH; SK*
 - Implementation: *SJ/JM?*
 - Timeline: 3/07
 - Milestones: Specs, 1/07
- Improve navigation from article to journal – possibly by implementing sidebar TOC
 - Responsibility:
 - Specifications: *KH; SK*
 - Implementation: *JM*
 - Timeline:
 - Milestones: Design mock-ups 2/07
- Create more flexibility in header display
 - Responsibility:
 - Specifications: *SK*
 - Implementation:
 - Timeline: 1/07
 - Milestones: test and build based on modifications made for BOT
- Create style guide (document/then implement)
 - Responsibility: *SK*
 - Timeline: 2/07
 - Milestones:
- Improve overall design and appearance, particularly of text pages
 - Responsibility: *SK*
 - Timeline: Fall, 2006
 - Milestones: BOT release, staging for other publications
- Create training document/submission guidelines for content providers and putting on SPO website
 - Responsibility: *KH; SK; MM*
 - Timeline: by end of 2006
 - Milestones: n/a
- Establish POD methods for serials
 - Responsibility: *SK*
 - Timeline: 2/07
 - Milestones: get specs from Book Surge; do QC; write documentation

Publication- specific goals

- Assist WSFH with backfile conversion
 - Responsibility: *SK; KH*
 - Timeline: release in 11/07
 - Milestones: ongoing throughout fy07
- Review TMR processes
 - Responsibility: *KH/SJ*

- Timeline:
Milestones: early 2007
- Release MFR backfile
Responsibility: *KH*
Timeline: by end of 2006
Milestones: having it ready for previewing
 - Release BASP
Responsibility: *KH*
Timeline: by July 29, 2007 (when XXV International Congress of Papyrology will be held)
Milestones: having it ready for previewing by April
 - Make improvements to ICMC
Responsibility: *KH*
Timeline: should take 1 week of work, aiming to finish by early 2007
Milestones: n/a
 - Launch UMMA bulletin
Responsibility: *SK*
Timeline: 06/07
Milestones: obtain files; sign agreement; design interface (work w/ their web designer); build collection
 - Release Michigan Discussions in Anthropology backfile through current issue
Responsibility: *KH*
Timeline: By early 2007
Milestones:
Build a collection for backfile by December
Build frontlist collection by January
 - Fix mqrarchive to include article-level metadata on missing book reviews
Responsibility: *KH*
Timeline: After basp
Milestones: n/a
 - Identify two serial publications for development in fy2008
Responsibility: *MB*
Timeline:
Milestones:

JEP

- Release backfile
Responsibility: *SK*
Timeline: 1/07
Milestones:
- Improve workflow/time to publication
Responsibility: *SK*
Timeline: 1/07 (ongoing monitoring)
Milestones:
- Rework home page and static html pages

Responsibility: *SK*

Timeline: 12/06

Milestones:

- Improve publicity
Responsibility: *SK; MB*
Timeline: Ongoing (1/07 for next issue)
Milestones:
- Follow up with sponsors
Responsibility: *MB; SK*
Timeline: At next release (January)
Milestones:
- Plan for SSP or ALA event
Responsibility: *MB; SK*
Timeline: Start planning in January for June
Milestones:

Books

SPObooks

- Conversations with books publishers and possible series sponsors
Responsibility: *MB; SK*
Timeline: Ongoing
Milestones: One per month starting in December
- Improve look of SPO books online – assess design needs with an eye to establishing legitimacy and recruiting more authors
Responsibility: *SK*
Timeline: 3/07
Milestones:
- Release Markovitz
Responsibility: *SK*
Timeline: 1/07
Milestones:
- Release electronic editions of Cook books
Responsibility: *KH*
Timeline: by October 1
Milestones: done
- Correct Simoni markup
Responsibility: *KH*
Timeline: by October 1
Milestones: done

Digital Culture

- Develop and launch Digital Culture web site
Responsibility: *SK*

Timeline: 12/06

Milestones:

- Release Electronic Best of Tech 2006
Responsibility: *SK*
Timeline: 12/06
Milestones:
- Work toward a “big launch” (perhaps at AAUP?) ;Define the requirements for the launch
Responsibility: *MB; SK*
Timeline: 6/07
Milestones:
- Develop and refine intake process
Responsibility: *MB; SK*
Timeline: Jan-June 2007
Milestones:
- Coordinate with Press on publicity campaign
Responsibility: *MB; SK*
Timeline: for June 2007
Milestones:

CJS

- Swap out b&w photos in Ozu with color (3 – 6 weeks; not sure what’s involved)
- Correct typos in 2 Out-of-Print titles (this is mostly Jeremy; 1-2 days)
- Status of green notebook film materials? (1 week)
- Return all materials to Bruce and Markus (1 week; deadline of 1/31/07)
Responsibility: *TG*
Timeline: As above
Milestones:

Infrastructure

- POD work (see reprint/pod section)
Responsibility: *SJ*
Timeline: Possibly through March 2007
Milestones:
 - create base system (database model, system/coding model, architecture)
 - develop migration techniques for existing data (spreadsheets, Xserver and conversions to new database model)
 - coding (see reprint/pod section)
 - testing/deployment and backup strategy
- Design and implement unified header database, including a process for replacing headers
Responsibility: *SJ*

Timeline: Starting in April

Milestones: Still need to do a thorough investigation on this, ideally moving everything to a centralized mysql database with web server access

- Migrate Phimp to Textclass
Responsibility: *JM*
Timeline: 4/1/07
Milestones:
- Implement handles for all SPO collections
Responsibility: *JM*
Timeline:
Milestones:
- Evaluate, clean-up and possibly reorganize file system
Responsibility: *All (KH to takes lead)*
Timeline: will take 2 days; do by end of 2006
Milestones: n/a
- Evaluate other publishing systems to possibly replace or supplement DLXS
Responsibility: *KH, JM*
Timeline: to be done in conjunction with evaluation of conversion methods
Milestones: alpha testing a new system
- Clean up static HTML on collections
Responsibility: *DFE student guided by KH*
Timeline:
Milestones:
- Coordinate with Suzanne Chapman on UI improvements, revision of help pages
Responsibility: *KH; SK*
Timeline: 4/07
Milestones: meet w/ Suzanne to discuss possible areas of overlap between dlps and spo.
- Expose all content over which we have direct control to Google Scholar
Responsibility: *JM; MB*
Timeline: Ongoing
Milestones: Debug rdist syntax for automation by 11/13/06

Special Scholarly Projects

- Release Machyn
Responsibility: *KH*
Timeline: by Nov. 1
Milestones: n/a
- Release Amann
Responsibility: *KH*
Timeline: by Dec. 1
Milestones:
- Implement Ramsey Court rolls
Responsibility: *KH*

- Timeline: should take 3 weeks, aim for spring 2007
 - Milestones: make them ready for previewing
- Move Agora to Bib Class or other delivery solution
 - Responsibility: *KH*
 - Timeline: should take 4 weeks, aim for spring 2007
 - Milestones: make them ready for previewing
- Assess and possibly migrate Diderot to wiki
 - Responsibility: *KH followed by DFE student to implement*
 - Timeline: by spring 2007
 - Milestones:
 - Write proposal by Nov. 15 (KH)
 - Set up a test system by Dec. 1 (KH)
 - Set up content migration scripts and test by April 2007 (DFE student)
 - Move content all at once and release by May 2007 (KH)
- Preliminary planning for Tintern Abbey exhibit
 - Responsibility: *TG, MB*
 - Timeline: 1 – 2 weeks (preliminary); 8 – 12 months (implementation)
 - Milestones:

POD/Reprints

- Complete work on design and implementation of order and tracking system, including implementing international credit card ordering and daily order system testing
 - Responsibility: *SJ*
 - Timeline: Possibly through March 2007
 - Milestones:
 - create pod order form(s) including XML/XSLT transformation, new front end design, recode for new backend database model, fix safari bug and browser compatibility testing
 - international CC rules and interface w/ BSchool CC processing
 - order and CC processing monitoring
 - pod admin pages including XML/XSLT transformations and redesign
 - automate collection and order updates (Lightning Source , DLPS, ISBN/Bowker, (BookSurge, others?))
 - order tracking including integration with BSchool order processing
 - ability to manually add/edit/delete:
 - publications (isbn, pub, dlps)
 - wholesalers/invoices
 - order/buyers
 - printers/pricing/bindings
 - ability to sort/create reports by various criteria (date range, title, author, collection, pricing, top 10 etc...) via web interface and/or download as excel spreadsheets
- Improve process for managing updates with printers

Responsibility: *TG*
Timeline: 2 – 3 weeks
Milestones:

- Increase promotion and marketing of content and services
Responsibility: *TG*
Timeline: ongoing; initial plan 4 – 6 weeks
Milestones:
- Holiday reprints display
Responsibility: *TG*
Timeline: 3 – 4 weeks; deadline 11/22/06
Milestones:
- Write a proposal for developing reprint service and sales
Responsibility: *TG*
Timeline: 6 – 8 weeks (Jan./Feb.)
Milestones:

Outreach:

- Form Scholarly Communications Advisory Board
Responsibility: *MB*
Timeline: dependent on EC approval; first meeting in early 2006
Milestones:
- Release new Web site
Responsibility: *SK*
Timeline: 12/07
Milestones:
- Plan and sponsor Press/Library “Summit” at CDL prior to SSP
Responsibility: *MB*
Timeline: Initial planning, Oct-Nov, final planning May 2006
Milestones: Invitations out 11/15
- Conduct outreach conversations with faculty and librarians
Responsibility: *MB*
Timeline: Ongoing, one conversation per month
Milestones: Librarian’s Forum, Science Library Information Exchange
- Continue working with Deep Blue to promote the Library’s scholarly communication services
Responsibility: *MB*
Timeline: Ongoing
Milestones: ADPG
- Work with IP Specialists and Deep Blue to develop and conduct a scholarly communication campaign for the campus
Responsibility: *MB*
Timeline: Ongoing
Milestones:
- Educate and confer with subject selectors re publishing needs in their areas
Responsibility: *MB*

Timeline: Ongoing, one conversation per month, starting in December
Milestones:

Good housekeeping

- Persuade Steve Salant to release the Hiss project
Responsibility: *MB*
Timeline:
Milestones:
- Persuade Laurel Broughton to finish the Miracles of Mary database
Responsibility: *MB*
Timeline:
Milestones:
- Persuade Janet Crayne to complete St. Pete metadata
Responsibility: *TG*
Timeline: 3 – 4 weeks; deadline for project completion: 2/28/07
Milestones:
- Persuade Amis folks to give us final data; then build collection and release
Responsibility: *KH*
Timeline: Estimate 2 weeks of development time
Milestones:
 - Get final content from content providers by ??
 - Have them preview soon thereafter
 - Release soon thereafter
- Persuade Alan Katrizky to persuade his students to get us Arkivoc content for conversion or revisit SPO's role in this
Responsibility: *MB*
Timeline: 12/06
Milestones: Work to begin in earnest (contingent on content delivery) in summer 07
- Work to migrate ethnic directory to better delivery solution
Responsibility: *MB*
Timeline:
Milestones: