SAG2 Meeting (public copy) 11/08/13

Attendance

Date: 11-08-2013

Note taker: Gary Johnson

Attending: Kristine Ferry, Catherine Friedman, Todd Grappone, Lynne Grigsby, Gary Johnson, Xiaoli Li, Patricia Martin, Sue Chesley Perry, Adrian Petrisor

Absent: Robin Chandler, Michele Mizejewski, Robin Milford, Eric Milenkiewicz

Meeting Guest(s): Sherri Berger, Brian Tingle, Adrian Turner. Absent: Catherine Mitchell,

Agenda

1. Attendance call (Patti, 1 min)
2. UCLDC Project Team Report (Invited guests, 20 min)
3. Approve public minutes (Patti, 1 min)
4. Review of items from previous meeting (Patti, 5 min)
5. Request from UC e-Links team to add new members (Patti, 10 min)
6. Request from SAG 3 for liaison to ILS subgroup (Patti, 10 min)
7. Revisit decision on OT liasons (Patti, 5 min)
8. UC Shared Images discussion (Sue Perry, 10 min)
9. Update from Courier Task Group (Kristine, 5 min)
10. Parking lot (10 min)
11. Review today’s action items (Gary, 2 min)

Notes

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<th>Decision/Action</th>
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1. **UCLDC Project Team Report (Invited guests, 20 min)**

   **Aggie key features:**
   - 1st iteration collection registry available at [https://registry.cdlib.org](https://registry.cdlib.org)
   - 1st iteration metadata scheme developed.

   Accounts for getting into DAMS are Shibboleth enabled (except 1 campus), SAG2 can register at [https://registry.cdlib.org/edit](https://registry.cdlib.org/edit).

   Aggie (Fall 2013) Release Notes found on the UCLDC wiki.

   Using a pseudo Agile project mgmt methodology for the implementation, wherein user perspective is incorporated throughout.

   Anticipated issues / unknowns: scope and expectations for this phase (e.g. nuanced LT1A requirements; Policies (e.g. terms of services; permissions; collection development. Part of the current process is determining the actual scope. So, working with stakeholders such as SAG2, will influence the scope.

   Public interface name and branding: Now UCLDC. Later ?

   Overlap & tie-in to other systemwide access/discovery systems (e.g. Calisphere, WorldCat Local)

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2. **Approve public minutes**

   Process for approving and posting of public minutes discussed. Previous meeting’s public minutes need to be posted to the SAG2 wiki for approval.

   **DECIDED:**
   - Previous meeting’s public minutes need to be posted to the SAG2 wiki for approval during the subsequent conference call.

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3. **UC e-Links team to add new members**

   UC e-Links interface usability & design, needs assessment. Conformance to Am. Disability Act (ADA) standards needs consideration. Campuses have had local control in where and how the UC e-Links button displays. The technical constraints and limitations with the user interface should be shared.

   **DECIDED:**
   - SAG 2 members to send to SAG2 by Friday 11/15/13 names of potential new UC e-Links Ops Team members

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4. **Request from SAG 3 for liaison to ILS subgroup**

   Todd Grappone, Lynne Grigsby, and Patricia Martin offered to serve as a liaison to the SAG3 ILS subgroup.

   **DECIDED**

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5. **Revisit decision on Ops Team liaisons**

   The role of liaisons to the operations teams is still undefined. How are other Strategic Advisory Groups handling this issue?

   **DECIDED:**
   - Everyone on SAG2 will be a liaison to an Ops Team.

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6. **UC Shared Images discussion**

   The role and purpose of the UC Shared Images group was discussed in light of the new CoUL advisory structure. Do they maintain a shared service? Do they make decisions in its maintenance? Do they function as an information sharing group? Given its information sharing and support group nature, it resembles a Common Knowledge Group.

   But a much larger discussion needs to occur with SAG2, and other relevant stakeholder groups, about the discovery, access, and infrastructure of shared images.

   **DECIDED:**
   - The UC Shared Images group should apply as a Common Knowledge Group.
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<th>8. Parking Lot terminology</th>
<th>The term “Parking Lot” is a standard agenda item label for SAG2. Reflecting upon its actual use, we will begin using “Other Discussion” instead of Parking Lot.</th>
<th>DECIDED: 1. Begin using the term “Other Discussion” rather than Parking Lot on our agendas.</th>
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<td>9. CoUL Priorities agenda topic</td>
<td>SAG2’s next conference call (11/22/13) will be dedicated to reviewing and discussing the CoUL priorities as related to the SAG2 portfolio.</td>
<td>DECIDED:</td>
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